

Belton with Browston Parish Council Meeting
CHAIR: JASON RISEBOROUGH VICE CHAIR: ADRIAN MYERS

Minutes from the Parish Council meeting held on 7th April 2026
At New Road Sport & Leisure Centre

IN ATTENDANCE: J. Riseborough (Chair), A. Myers (Vice Chair), M. Greenacre, K. Barber, S. Neal, N. Light, K. Comer, D. Cook, K. Ruddock (Parish Clerk) and three members of the public including Borough Cllr Murray-Smith.

The meeting commenced at 7.00pm

PUBLIC SECTION

Members of the public were present at the meeting ask if double yellow lines could be installed on the road outside their property on Silver Gardens. The residents reported the road is being used as a turning point and residents that live on Bracon Road have started to park on the road outside their property.

Borough Cllr Murray-Smith explained so long as the vehicles are taxed and are not causing an obstruction to traffic they are permitted to park there, NCC Highways would not add double yellow lines on the road due to this reason. However if the vehicles do block the residents dropped curb they can report this to the GYBC Parking Enforcement Officers.

Cllr Greenace suggested the Parish Council could inform PC Sagers about the issue.

With no further business the main meeting commenced at 7.05pm

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Borough Cllr Carpenter and County Cllr Annison.

2. COUNCILLOR CO-OPTION

Prior to the meeting the Clerk has circulated to all members a letter from Debra Cook expressing an interest at becoming co-opted onto the Parish Council. Cllr Greenacre proposed to co-opt Debra Cook onto the Parish Council, seconded Cllr Barber. All in Favour.

3. DECLARATIONS OF INTEREST

All Parish Councillors are Trustees of Belton Playing Field Charity.

Cllr Greenacre – Burgh Castle Parish Council and Belton Poorlands Charity.

Cllr Myers – Norfolk Association of Local Councils

4. MINUTES

Minutes from the meeting held on 03/03/25 had been circulated to all members prior to the meeting. To accept the minutes as a true and accurate record, proposed Cllr Greenacre, seconded Cllr Neal. All in favour.

5. MATTERS ARISING

There were no matters arising.

6. VILLAGE MAINTENANCE & HIGHWAY MATTERS

New Road – Trees update from NCC Highways

An update from the Highways Engineer had been received which explained that currently there are no safety concerns or encroachment issues with these trees at this time. However, the trees will now be monitored over the coming seasons within inspections. Residents are permitted to trim any small branches that overhang their property.

Cherry Tree Branches – Wensum Way

The Clerk reported she had received an email from a resident concerning some cherry trees on Wensum Way, the branches have become very over grown and are now touching the ground so do need to be cut back. Cllr Comer confirmed he would take a look at the trees and report back if any action needs to be taken to get them cut back.

Overhanging Ivy bush – Silver Gardens

The Clerk reported a resident had asked would they be are permitted to cut back an ivy bush which is located near to the childrens play equipment next to Nursery Close. The bush is sited on land behind their property and is now growing over their fence causing damage to it. It was agreed to inform the resident this will be ok however they will need to dispose of the cuttings which they remove.

Highways matters - Dupdate from County Cllr Annison

- The children crossing sign on New Road at the Bus stop outside the Kings Head has been repaired
- There will be a new Horse Sign erected shortly on a post on the left-hand side of Stepshort,(as you enter from the New Road end).

Belton Crossroads Encampment

The following update from Borough Cllr Carpenter had been received:

The Police did visit the site very recently over another matter but they didn't have any issues with dogs whilst they were there. The advice I have from the Police is that should there be any complaint laid by anyone about the dogs there, they should report the matter to the Police online.

Sgt Smith did add he was having a meeting regarding this site, I've asked him if anything came out of that meeting and will advise you when he gets back to me.

Gap in Fence - behind The Tavern P.H.

Prior to the meeting the Clerk had circulated an email from a resident to all members who has raised concerns and asked if the gap in the fence could be closed at the rear of The Tavern Public House which has entry onto Rosedale Gardens. A motorcycle who also had a young child as a passenger riding on the petrol tank inside the jacket of the rider, along with a person riding an e-bike has been seen using this cut through.

It was agreed it would not be possible to close the gap in the fence as this is located on private property and is used by many residents in the village. Concerning the e-bikes residents, need to report this to the police when they are seen being driven like this around the village. It was agreed for the Clerk to inform PC Siggers about this problem after the meeting.

Allotment Plot 11

The allotment holder from plot 11 had enquired if they would be able to take on a section at the back of the former allotment plot 12 which is now being used as a parking area.

It was agreed the Clerk and Cllr Comer will meet with the allotment holder to see exactly what they are proposing before any decision is made.

7. PLANNING

06/26/0721/TRE Belton Old Hall, 14 Station Road South

Works to tree protected by Tree Preservation Order (TPO No. 4 2005) - T17 (Oak) - epicormic trunk growth off to 4m on both sides of tree, and on lower scaffold limbs, plus reduction of lower limbs by 2m

It was agreed to submit no objections subject to neighbours comments for the above application.

Applications Approved:

- 06/26/0047/HH Whitethorn Lodge New Road

Single storey rear extension incorporating new flat roof over existing rear extension, and first floor side extension above existing side extension.

- 06/26/0042/HH 2 The Naze, Belton

Demolition of existing garage and boundary wall to North boundary; Erection of new garage and enlargement of existing dropped kerb.

TPO – Approved:

TPO No.1 2026 – Trees on land at Cliftonville, Stepshort, Belton

Browston Hall Planning Applications – Update from GYBC planning

In preparation of all three planning applications being referred to Development Management Committee for determination, we need to ensure that we have the right information in front of members in order that they can make an informed decision. Proactive negotiation for minor amendments is expected before a final decision and in respect of the Flood Risk Assessment & Drainage Strategy and the current objection from the Lead Local Flood Authority, in my opinion this matter can be resolved before a decision in principle is made.

The applications remain undetermined and we are seeking to agree an extension of the determination time with the Agent for the proposals.

8. ADMINISTRATION & FINANCIAL MATTERS

	PAYEE/DETAIL	V.A.T	AMOUNT
DD	ICO – information commissioner		£47.00
DD	BT – broadband /tele	£18.88	£113.26
DD	Lloyds Bank Charges		£4.25
DD	Instant Ink	£2.25	£13.49
DD	Biffa Bin	£22.31	£133.86
DD	Wave – water allotments		£87.82
DD	Wave – water New Road		£417.02
DD	SSE - electric	£66.76	£400.57
DD	SSE - gas	£15.91	£334.14
DD	Microsoft 365	£1.20	£10.21
BACS	B. Lee – New Road returnable deposit		£25.00
DC	Morrisons – petrol for mower	£9.33	£56.00
BACS	Employment		£6585.03
BACS	K. Gipson – refund New Road items 12.18, grass cutting items 27.98	£1.16	£40.16
BACS	Scribe – annual subscription	£96.77	£580.61
BACS	CPS – bleach	£1.25	£7.50
DC	Morrisons – New Rd cleaning items	£3.27	£16.33
	Total	£230.09	£8872.55

Income: New Road Hire £713.50

	Council A/C
Lloyds Instant Access Account	£25,014.25
Lloyds Short Term Investment	£40,000.00
Lloyds Current Account	£ 4091.73
Total Bank Balance after payments	£69,105.98

To propose payment for the above sheet Cllr Comer, seconded Cllr Greenacre. All in Favour.

East Anglian Air Ambulance – £500 grant funding request

Following some discussion it was agreed the Parish Council would not be able to support this grant funding request at the current time.

9. NEW ROAD SPORT & LEISURE CENTRE

Electricians Quotations

New CCTV dome camera	JAW £722.29
To switch & change wiring for metal shutter door	JAW £484.38
To fit unswitched fuse for CCTV recorder.	JAW £65

New CCTV dome camera

To switch & change wiring for metal shutter door

To fit unswitched fuse for CCTV recorder.

Electrical Systems & Design total price £390

Cllr Greenacre proposed to accept the quotation from Electrical Systems & Design, seconded Cllr Light. All in Favour.

Advertising Boards

Cllr Light reported the number of advertising boards installed on the fences at New Road has gone up from approximately 20 to just under 100. The Parish Council should now receive some income from these boards which would then be reinvested at the site to help fund future maintenance. The Chairman added the boards may also cause some damage to the existing fence posts as they will act as wind breaks during strong winds.

After some discussion it was agreed by all members for Cllrs to make some general enquiries with the football clubs concerning their advertising board costings, and to report any updates back at the next meeting when further discussion will take place concerning this matter.

Key Safe

It was agreed to purchase three key safes which will be installed at New Road, they will allow the cleaning company and some hirers access. This may also reduce the need for the caretaker to open and close for each booking moving forward.

Vehicles on Field

The Chairman had circulated to all members prior to the meeting photos showing vehicles that had been parked on the field when the function room was being used at the weekend.

It was agreed for the Clerk to email both Clubs to clarify that vehicles must not be driven on the field at all when hirers are on site, this includes when the function room is being used.

Front Gate

The Chairman had circulated prior to the meeting a photo showing the condition of the lock on the entrance gate which now needs to be replaced.

It was agreed by all members the whole gate now needs replacing. The Chairman confirmed he will draw up a suggested job specification which can then be provided to the agreed contractors to obtain quotations.

Gas and Electric Contract

Prior to the meeting the Clerk had circulated to all members quotations provided by Utility Aid for both the electric and gas at New Road Centre.

It was agreed by all members to entered into a new gas and electric contract with EDF for a term of three years commencing directly after the current contracts end on the 1st October 2026.

Electric day rate being 28.00 p/kWh night rate being 22.4 p/kWh standing charge 75.00

Gas day rate being 7.70, standing charge 50.00

(Annual Saving being approx £800.)

10. TIME & DATE OF NEXT MEETING

Tuesday 5th May at New Road Sport & Leisure Centre. The Annual Parish Meeting will commence at 7pm and will be followed by the Annual Parish Council Meeting at 7.15pm or directly after the APM.

With the main meeting closed the incamera item commenced at 7.46pm

11. INCAMERA RESOLUTION

To consider a resolution to exclude the press and public from the meeting in accordance with the public bodies (admissions to meetings) act 1960.s 1, in order to discuss Personnel Committee Meeting

12. PERSONNEL COMMITTEE MEETING

The minutes from the personnel committee meeting held on the 10th March 2026 were noted.

Caretaker Job Vacancy

It was agreed by all members to delegate authority to the Personnel Committee to employ an individual on the costs already agreed for a probationary period of six months. Cllrs Myers and Light will undertake the interviews which will be arranged by the Clerk. Cllr Myers confirmed he will obtain the contract of employment from Norfolk ALC. Proposed en bloc Cllr Light, seconded Cllr Myers. All in Favour.

With no further business the meeting was closed at 8.08pm