**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,
2nd November 2017 at in the Village Hall at 7.30pm**

**Present:**

Philip Armes (Chairman) Debbie Durrant (Vice-chairman)

Ginny Pitchers Anne Whelpton

William Leonard-Morgan Mike Brown

Nigel Brennan

Pauline James (Parish Clerk)

There were two members of the public present. Matters raised included repeated concerns about the exposed matting put in along the River and the boat dyke by BESL.

**Apologies:**

None.

**Declarations of Interests in Items on the Agenda and Requests for Dispensations:**

None.

**Minutes:**

The minutes of the Parish Council meeting held on 5th October 2017 were agreed to be correct, and were signed by Philip Armes as Chairman.

 **Matters Arising:**

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| 1 | BESL erected signage on the right-hand side of the boat dyke asking people to keep off the bank. There is no warning about the matting. No signage has been put up yet at the scour pocket on the River Bure. BESL is expected to send information on the planned remedial action for the river bank shortly. The clerk contacted BESL to express concern that no warnings had been put up. |
| 2 | Foxy Lodge Animal Rescue sent a letter of thanks for the recent donation of £50. |
| 3 | There was a reply from Broadland District Council about a planning enforcement issue raised last month. |
| 4 | The Environment Agency has agreed to update the map for the lease to take into account their existing lease with the boatyard. |
| 5 | The Environmental Health officer at BDC explained that there is no longer any out of hours cover. Residents with noise issues should speak to BDC and will be assisted to monitor noise. |
| 6 | The annual Health & Safety inspection of the boat dyke, staithe and village pond was carried out, without any new recommendations. |
| 7 | Four quotes were received for works to the trees at the churchyard. This was deferred to the end of the meeting. |

**Correspondence:**

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| 1 | The Parish Council was asked to contribute towards speed reduction measures at Acle Bridge. The geographical parish of Upton includes the land to the west of Acle Bridge. Flashing warning signs are believed to cost about £6,000 each. The county councillor for Acle has agreed to pay £2,000 from his Highways fund and the owner of Pedro’s has offered £1,000. The councillors felt, however, that Upton parishioners would not benefit from speed reduction at this location and agreed to wait to see if any other funding could be obtained from the businesses local to Acle Bridge. |
| 2 | It was agreed to give donations of £50 each to Norfolk Citizens Advice, Norfolk Accident Rescue Service, Age UK and Norfolk Family Mediation. |
| 3 | It was agreed by a majority to give a donation of £200 to the Royal British Legion. William Leonard-Morgan donated a further £25 to make a total donation of £225. Ginny Pitchers offered to lay the wreath on behalf of the Parish Council. |
| 4 | Jonathan Donlevy of Highways England attended a meeting with councillors to discuss options for the A47 dualling. Notification has been received that the dualling is now expected to start in 2021-22. |
| 5 | Following announcements in the local press that all PCSOs were to be made redundant in 2018 and that Acle station was to close, it was noted that a local meeting would be arranged shortly to ask questions of the Chief Inspector. |

 **Treasurer’s Report:**

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| **Receipts:** |  £  |
| HMRC – VAT refund | 607.33 |
| Mooring fees | 50.00 |
| Football Club ground rent – September | 77.00 |
| Grazing fee – 1 month | 93.50 |
| Burial/memorial fees | 340.00 |
| A Norman – allotment rent | 1,400.00 |
| NCC – verge cutting grant | 148.24 |
| Donation received | 25.00 |
| **Direct Debits:** |  |
| Norwich Diocese – allotment rent | 1,401.00 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps | 153.83 |
|  - s.o.  | 300.00 |
| Norfolk Pension Fund  | 131.03 |
| HMRC – PAYE  | 91.80 |
| Garden Guardian – grass cutting  | 876.90 |
| URM – collection of glass | 7.20 |
| SJB Safety – H & S inspection | 100.00 |
| Acle PC – share of expenses | 36.14 |
| **Cheques for payment:** |  |
| Upton Village Hall – room hire | 156.00 |
| Norfolk Citizens Advice – donation | 50.00 |
| Age UK – donation | 50.00 |
| Norfolk Accident Rescue Service – donation | 50.00 |
| Norfolk Family Mediation – donation | 50.00 |
| Royal British Legion – donation | 225.00 |
| Balance c/f at 2nd November 2017 | 144,699.17 |

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| This amount includes a reserve of £58,382 for rent payable to the Environment Agency under the terms of the draft lease, and earmarked reserves of £65,269. The clerk presented a report of Actual v Budget income and expenditure for the eight months to October. There were no questions on the report.The payments were authorised. It was noted that Ginny Pitchers had checked October’s online payments to the relevant bank statement.  |

 **Planning:**

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| 1 | **Planning applications:** |
|  | None. |

 **Village Hall and Playing Field:**

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| 1 | Ginny Pitchers gave a report: a Christmas event is being planned. The History Group had a successful open event, sponsored by the Parish Council. A scarecrow trail is planned for 2018. |

**Boat Dyke and Staithe:**

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| 1 | The clerk was asked to contact the Environment Agency to arrange another meeting. |
| 2 | It was noted that the boat dyke had flooded across the berm at the weekend. |

**No Cold Calling Zone:**

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| 1 | No further correspondence has been received from NCC, who are processing the letters of support from residents. |

**Resilience Plan:**

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| 1 | The draft Resilience Plan was updated. The clerk will appeal for volunteers and equipment via The Mardler. |

**Maintenance of public footpaths:**

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| 1 | This was deferred until the next meeting. |
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**Purchase of New Bench:**

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| 1 |  It was agreed to purchase a new wooden bench to replace the rotten bench at the pond, at £440 plus engraving. |

**Social Media Policies:**

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| 1 | The clerk presented internal and external Social Media policies. These were both agreed and adopted. |

 **Any Other Business:**

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| 1 | The previous village inspection was cancelled because of inclement weather. A new date will be arranged. |
| 2 | The clerk was asked to seek legal advice to complete the registration of the village pond. |
| 3 | The next meeting is on Thursday, 7th December at 7.30pm. |