**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,
7th December 2017 at in the Village Hall at 7.30pm**

**Present:**

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

Ginny Pitchers Anne Whelpton

William Leonard-Morgan

Nigel Brennan

Pauline James (Parish Clerk)

There was one member of the public present.

District Councillor Frank O’Neill entered the meeting a bit later on and gave a report on district matters, including concerns about the future of the Herondale site in Acle.

**Apologies:**

Mike Brown

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

Anne Whelpton declared an interest in the planning application for Back Lane as she is a neighbour of the applicant.

**Minutes:**

The minutes of the Parish Council meeting held on 2nd November 2017 were agreed to be correct, and were signed by Philip Armes as Chairman.

 **Matters Arising:**

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| 1 | The Norfolk Wildlife Trust has offered to contact the Broads Authority about the unsuitable matting being used on the banks of the broads and rivers. |
| 2 | The County Cllr for Upton and the County Cllr for West Flegg have also agreed to make a financial contribution towards speed reduction measures at Acle Bridge. Local businesses will be asked to contribute. |
| 3 | Inspector Lisa Hooper, PC Ian Kennedy and PCSO Wally Oldham attended a public meeting in Acle, attended by people from some of the 12 villages served by the Acle Policing Team.Inspector Hooper explained that the proposals under the 2020 Policing Scheme would include making all the PCSOs redundant. There are 3 PCSOs in the Acle area; Wally Oldham, Bob Hall and Ross Mullinger. Although some new police constables are planned for the Norfolk area, there will be no new police staff for this area.It is also planned to close the Acle Police Station and to move all staff to a new building at Broadland Gate at Postwick.People at the meeting expressed their disappointment at the reduction in staff for our area, and their appreciation for the very useful work done by the local PCSOs. Inspector Hooper was asked to arrange a further meeting with those people who have made these decisions so that they can explain how the Acle area will be policed. |
| 4 | Thanks were received from Norfolk Accident Rescue Service, Norfolk Citizens Advice and Norfolk Family Mediation for the recent donations. |
| 5 | The flashing speed sign will be installed in early January. The clerk is consulting with NCC on suitable locations. |

**Correspondence:**

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| 1 | Plans were received for changes to the access at the churchyard, including a removable barrier, aimed at making the entrance safer. There was some discussion about the plans and Philip Armes offered to speak to Mike Powell to discuss this further. It was noted that permission would probably need to be obtained from NCC Highways since the structure would be adjacent to the highway. It is also not clear whose responsibility this area is as it may be outside the churchyard. Councillors agreed that the end of the path needs levelling to remove a build up of mud. |
| 2 | Details of public consultation on the Broads Local Plan had been circulated. |

 **Treasurer’s Report:**

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| **Receipts:** |  £  |
| Mooring fees | 100.00 |
| Football Club ground rent – October | 55.00 |
| Grazing fee – 1 month | 93.50 |
| **Direct Debits:** |  |
| Anglian Water – standing charge at field | 12.10 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps | 97.79 |
|  - s.o.  | 300.00 |
| Norfolk Pension Fund  | 131.03 |
| HMRC – PAYE  | 91.80 |
| URM – collection of glass | 9.35 |
| Justin Nudd – work at Westfield | 97.50 |
| Acle PC – share of expenses | 41.10 |
| Balance c/f at 7th December 2017 | 144,166.99 |

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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 nine months to December. There were no questions on the report.The payments were authorised. It was noted that Ginny Pitchers had checked November’s online payments to the relevant bank statement and agreed the clerk’s bank reconciliation as at 2nd December 2017. |

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| 1 | **Planning applications:** |
|  | **Mr Hoult, Meadow Farm, Back Lane** – single storey side extension (20171967). There were no objections to the plans. (Anne Whelpton declared a pecuniary interest as this is adjacent to her property and took no part in the discussions or voting). |

 **Village Hall and Playing Field:**

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| 12 | Ginny Pitchers gave a report; the recent Christmas event was very successful.Ginny and the clerk will meet with the football club to discuss parking at matches. |

**Boat Dyke and Staithe:**

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| 1 | The Environment Agency says that it is now in a position to proceed with the lease. It is hoped that the agreement will be ready for signing at the January meeting. |

**No Cold Calling Zone:**

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| 1 | The Trading Standards department at NCC, who are processing the application for the whole village to be a No Cold Calling Zone, has issued information packs to those residents who had not previously expressed an interest in the scheme. |

**Resilience Plan:**

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| 1 | The clerk asked for volunteers and equipment via The Mardler; a few replies have been received offering 4 x 4 vehicles, trucks and general assistance. |

**Management of the Pond:**

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| 1 | Following the recent village inspection, there was some discussion about whether to add a kerb along the roadside edge of the verge. It was agreed that parking on the verge is infrequent so to leave it for now but it was agreed to add more No Parking signage. |
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**Trees in the Churchyard:**

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| 1 |  Four quotes have been received and considered. The work will need to be approved by the Diocese of Norwich, and advice sought from Broadland District Council. |

**Sandhole Allotment:**

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| 1 | Philip Armes offered to read the agreement with the Diocese before the Council proceeds with changes to leasing of the allotment. |

**Data Protection Policy:**

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| 1 | The clerk presented a Policy, which was adopted. |

 **Any Other Business:**

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| 1 | It was noted that a vehicle had driven on the verge outside the play area, causing damage to the grass. |
| 2 | There was a suggestion to ask Circle Housing to convert the grassed area in Cargate Lane to a layby for residents’ parking. The clerk will check the ownership on the land registry website. |
| 3 | Ginny reported that the drain outside Broadlands had been cleared out, as requested. |
| 4 | The clerk was asked to contact NCC Highways to complain that when the drains are cleared out, the soil is left in a heap on the verge, together with any rubbish. |
| 5 | The next meeting is on Thursday, 4th January at 7.30pm. |