**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,   
6th December 2018 at in the Village Hall at 7.30pm**

**Present:**

Philip Armes (Chairman)

Ginny Pitchers and William Leonard-Morgan

Also Pauline James (Parish Clerk)

There were three members of the public present. Matters raised included people driving too fast through the village and a damaged dog litter bin.

**Apologies:**

Debbie Durrant (Vice-Chairman)

Mike Brown, Nigel Brennan and Anne Whelpton

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

None.

**Minutes:**

The minutes of the Parish Council meeting held on 1st November 2018 were agreed to be correct, and were signed by Philip Armes as Chairman of the Parish Council.

**Matters Arising:**

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| 1 | Citizens Advice Bureau wrote to thank the Council for the recent donation. |
| 2 | It was noted that all three parish councils in The Mardler area supported the magazine, with a donation of £100 each. |
| 3 | Ginny Pitchers reported that the original defibrillator at The White Horse had been faulty and has been replaced, but with an older model which is now obsolete. It was agreed to request that a newer version be obtained. |

**Correspondence:**

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| 1 | Barclays Bank has requested details about each councillor. This will be completed and returned. |
| 2 | Steve Burt will be removing the seat at Horses Head shortly for maintenance. |
| 3 | The Police.uk website listed for September:  1 x St Margaret’s Close  1 x Cargate Lane anti-social |
| 4 | Norfolk County Council sent notice that footpath FP4a has been added to the Definitive Map – this is a change to FP4 to take account of the re-profiling of the bank along the right hand side of the dyke. |
| 5 | The clerk sent the Council’s bank details to The White Horse for the forthcoming dividend payment. |

**Treasurer’s Report:**

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| **Receipts:** | £ |
| Grazing fee – 1 month | 95.33 |
| Football club rent of field | 72.00 |
| Burial and memorial fees | 1,035.00 |
| R Norman – allotment fee | 1,400.00 |
| Hugh Crane Ltd – allotment fee | 1,740.00 |
| Village Hall – ground rent to 31.10.2022 | 5.00 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps | 167.01 |
| - s.o. | 300.00 |
| Norfolk Pension Fund – E’ers and E’ees | 148.43 |
| HMRC – PAYE | 102.00 |
| BDC – 1 x wheelie bin collection at cemetery | 146.80 |
| BDC – 3 x dog litter bins collection | 528.84 |
| Acle PC – share of expenses | 100.37 |
| SJB Safety – H&S report | 100.00 |
| Balance c/f at 6th December 2018 | 169,831.22 |

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| The total amount includes a reserve of £67,382 for rent payable to the Environment Agency under the terms of the draft lease, and earmarked reserves for repairs and replacement of assets of £79,608.  Ginny Pitchers had checked November’s payments to the relevant bank statements and the clerk’s latest bank reconciliation. The clerk presented a report of Actual v Budget Income and Expenditure for the 9 months to December. This was noted.  The payments were authorised. |

**Planning:**

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| 1 | District Councillor Frank O’Neill wrote to suggest that the Council might like to reconsider the planning application for a new dwelling adjacent to The Lodge on Church Road.  The councillors repeated their objections to the plans; the land is outside the settlement limit. Upton is designated as a rural village and/or countryside and BDC’s Local Plan states that “there is no justification to allow new dwellings in unsustainable locations” and the National Planning Policy Framework states, “to promote sustainable development in rural areas, housing should be located where it will enhance or maintain the vitality of rural communities. It was not felt that the proposed dwelling would support the village in any way. The councillors also felt that the design was unattractive and out-of-keeping with the neighbouring properties. |

**Village Hall and Playing Field:**

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| 1 | Ginny Pitchers gave a report: regular bookings and one-off bookings are good. |
| 2 | CCTV- Philip Armes reported on a meeting with a further contractor. |
| 3 | Members of the village hall had met with the football club to discuss parking issues when there are several matches at the same time as an event in the hall. It was agreed that the football club would put out cones to remind people not to park on the verges in Cargate Lane. The car park will soon be marked with parking spaces, to encourage more efficient parking. It was agreed that the Parish Council would pay half of the costs of the lining. |
| 4 | There was some discussion about whether the old school field could be used for overflow parking. Philip Armes offered to speak to the tenant. |

**Boat Dyke and Staithe:**

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| 1 | There has been no correspondence from the Environment Agency about the lease of the moorings. |
| 2 | BAM Nuttall carried out some remedial work at the boat dyke to the erosion matting. Philip Armes reported that he had removed some strands which remained. |
| 3 | Following a report that the slipway was slippery it was agreed that nothing could be done to improve this at present, without introducing other risks. |
| 4 | The Health & Safety inspection by Sheila Blowers took place on 8th November 2018. No action was needed. |

**Footpaths, Highways and Land:**

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| 1 | The councillors had carried out an inspection of parish assets on 2nd December. It was agreed to monitor the list of issues over the forthcoming months. |

**Gates at Churchyard Entrance:**

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| 1 | Philip Armes presented some examples of styles for the proposed gates for the churchyard path. It was agreed that he should get an estimate of the likely costs. |
| 2 | When the land for a new cemetery was bought in 1967, it was agreed to use only one half of the land for the time being. As there is not much space left in that first half of the land, the clerk asked Nicholas Crane to vacate the second half, behind the Old Vicarage, and he has agreed to vacate the land in the Summer once he has completed the harvest.  The owner of the Old Vicarage did not know about this arrangement and has asked for documents to prove the allocation of the land for a cemetery. |

**Budget:**

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| 1 | The clerk presented estimated accounts for the year ending 31st March 2019 and the draft budget for the year ending 31st March 2020.  The draft figures suggested an overall deficit after transfers to earmarked reserves for replacement and refurbishment of Council assets. It was therefore agreed to increase the precept for 2019/20 by £610 to a total of £8,696. This represents an increase of 7.5% on the precept for 18/19. For an average Band D house this would be an increase of £2.24 for the year, depending on the number of properties which are subject to council tax at the relevant date.  It was agreed to increase the cemetery fees by £5 each, and the mooring fees by 50 pence to £21.50/ft. It was noted that the clerk’s fee increases by 34 pence per hour in accordance with national payscales. |

**Any Other Business:**

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| 1 | The next Parish Council Meeting is on Thursday, 3rd January at 7.30pm. |
| 2 | Following some vandalism at the BT Phone box in Church Road, BT removed all the glass from the cabinet, but left the cabinet. |
| 3 | John Barber is no longer able to clean the bus shelter. Julie Boram has offered to take this on. This was agreed. |
| 4 | It was noted that The White Horse might be a better place to be used in the case of a local emergency. The wiring for the village hall to use a generator proved to be expensive and there would still be a requirement to obtain a generator. |
| 5 | Ginny Pitchers reported that the old bier in the Church needed repair but that someone has offered to repair it, at no cost. The councillors supported this. |
| 6 | There had been no further correspondence from Highways England about whether any local projects had been successful in applications for funding. |