

Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 12th February 2015 in the Village Hall

Present:

Mr Crane	Mr Armes	Mrs Whelpton	Mr Leonard-Morgan
Mrs Pitchers	Mrs Durrant	Mr Brown	

There were three residents present. Matters raised included the plans for 1 Marsh Road and the condition of the grass triangle in Boat Dyke Road at the junction with Back Lane.

Apologies:

None.

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

Anne Whelpton reminded councillors of her interest in the boat dyke. Debbie Durrant reminded the meeting that she moors her boat at the boat dyke.

Minutes:

The minutes of the Parish Council meeting held on 8th January 2015 were agreed to be correct, and were signed by Nicholas Crane, as Chairman of the Parish Council.

Matters Arising:

1. The other parish councils decided not to pay for an additional Police Community Support Officer at present.
2. Ginny Pitchers told the meeting that signs have been put up to tell people that the defibrillator is located at the pub.
3. The Rector, Nick Garrard, sent a letter of thanks for the donation of £500 towards the church organ appeal.

Correspondence:

1. BDC sent notice that it will be removing the glass recycling facility from 1st April. The tonnage has halved since the new recycling rules were introduced for kerbside collections. It was agreed to seek a private contract.
2. PCSO Paul McAllister sent a report that there had been no recorded crimes since the last meeting.
3. A few years ago Steve Burt donated the bench under the tree on Horses Head Green, in memory of his father. He is leaving the village but has said that he will continue to maintain the bench.
4. Nomination forms for the parish council elections will be available in March and must be returned to Broadland District Council by 4pm on Thursday, 9th April. This has been advertised on the Parish Council's website and in the March Mardler.

<u>Treasurer's Report:</u>	£
Balance b/f at 8 th January 2015	340.28
Receipts:	
Mooring fees	901.90
Grazing fee x 2	178.34
Cheques for payment:	
Anglian Water dd	14.77
Norfolk Pension Fund	103.06
P James – clerk's fee and expenses	358.04
HMRC- clerk's PAYE	76.40
Justin Nudd – work at churchyard	275.00
Marcus Satchel – work at churchyard	200.00
Antony Millward – litter picking	119.15
Balance c/f at 12 th February 2015	274.10
Savings Account *	3,908.80
Savings Account	0.29
Active Saver	31,382.00
Repairs and Renewals Account	47,580.49
Total Monies	<u>83,145.68</u>

*Int rec'd on all accounts £265.73

The above cheques were agreed for payment.

It was agreed to pay the large majority of the clerk's salary by monthly standing order henceforth.

Ginny Pitchers reported to the meeting that she had checked the clerk's bank reconciliation for February.

Planning Matters:

1. **Mr Carrington, 1 Marsh Road** – demolition of existing dwelling and outbuildings and erection of replacement detached dwelling and detached garage (20150117). Letters were received from both neighbours saying they had no objections to the plans. The councillors had no objections to the plans.
2. The application by **Mr Parsons, Peveril, 5 Chapel Road** – single and two storey rear extension (20150017) was received between meetings. The councillors were consulted by email and had no objections so long as the residents had not objected.

Village Hall and Playing Field:

Ginny Pitchers reported that bookings remain good.

The councillors thanked Bill Boyle who has planted some replacement plants in the hedge by the car park.

Boat Dyke and Staithe:

The EA has arranged a meeting for Thursday, 12th March. Nicholas Crane, Anne Whelpton, Philip Armes and the clerk will attend, with Nick Hancox, the Council’s solicitor.

Churchyard:

John Plummer, chartered structural engineer, has quoted £350 for a letter about the condition of the front wall, which should assist in the Council’s discussions with the Diocese. This was accepted.

Financial Regulations:

The clerk suggested that it was time to set up online banking as some people, such as the Pension Fund, request online payments only.

The clerk presented new financial regulations drawn up by NALC to include controls on online payments, which were approved. The clerk was authorised to make online payments to a maximum of £1,000. A schedule of online payments will be attached to the relevant invoices, with documentary proof of the bank account details, and the schedule will be signed by two signatories. Bank details for payments may only be changed following written request by the relevant creditor. A quarterly check of the clerk’s bank reconciliation will be carried out by a councillor and will enable verification that the online payments match the authorised schedule.

It was agreed that the clerk may continue to make purchases for the Council with her own credit card and would be reimbursed at the meeting following any such purchase.

Other Financial Policies:

The Duties of the responsible financial officer, Review of Internal Controls, Review of Internal Audit and Risk Assessment were approved. John Gallop was re-appointed as the Council’s internal auditor.

Any Other Business:

1. It was reported that there was McDonalds litter on the approaches to the village and some rubbish had been dumped on Hanging Hill.
2. The fingerpost has been damaged at the crossroads at Hanging Hill. It was also reported that branches from the nearby tree are overhanging the carriageway. The clerk will raise this with NCC Highways to find out if it is on private land or not.
3. The nameplate at the south end of Hanging Hill has been knocked over.
4. There has been a request about catching crayfish in the pond. This will be on the agenda for the next meeting.
5. The next meeting will be on Thursday, 12th March 2015.

There being no further business the meeting closed at 9.00 p.m.

Signed.....
Chairman

Dated: 12th March 2015.