

Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 1st October 2015 in the Village Hall

Present:

Philip Armes (Chairman)
Anne Whelpton
Mike Brown
Pauline James (Parish Clerk)

 Ginny Pitchers
 Nigel Brennan

There were three members of the public present. Matters raised included the planning application for change of use to a wedding venue at Fishley Barns and the application for a cart shed in Boat Dyke Road.

Apologies:

Debbie Durrant (Vice-chairman) William Leonard-Morgan
Frank O'Neill (District Councillor)

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

Anne Whelpton reminded councillors of her interest in the boat dyke. Anne Whelpton and Mike Brown reminded the meeting that they have shares in The White Horse pub.

Minutes:

The minutes of the Parish Council meeting held on 3rd September 2015 were agreed to be correct, and were signed by Philip Armes, as Chairman of the Parish Council.

Matters Arising:

1. The clerk wrote to Broadlands Park to request that they remind their staff to drive more slowly to and from work.
2. Broadland District Council has closed the case of the untidy boats in Chapel Road now that they have been covered, saying that nothing more can be done. The councillors felt that this was unacceptable, given the impact on neighbours and visitors to the village. The clerk was asked to contact the Planning Enforcement department at BDC again.
3. BDC said the ditch being filled in at 14 Marsh Road was not a planning enforcement matter. Highways have not visited the site yet.
4. The clerk has written to Royal Mail to request an additional post box at the Community Shop.
5. Several residents have complained to the Broads Authority that they were not consulted by the Authority on the application for change of use at Fishley Barns, despite being geographically close. In the light of these complaints, the Broads Authority has extended the deadline for comments and will be visiting the site with an Environmental Health officer from BDC to consider noise issues. Residents were urged to send their comments to the

Authority, Upton's district councillor Frank O'Neill and to the BDC councillor appointed to the Broads Authority, Lana Hemsall.

6. George Taylor will do the work at the staithe car park in the New Year.

Correspondence:

1. Norfolk County Council sent a copy of its draft Green Infrastructure Project report, including plans for Burlingham Trails and a Walking and Cycling Route which includes Hanging Hill. Councillors requested that the cycle route be extended to include Prince of Wales Road, Back Lane and the staithe.
2. It was agreed to give a donation of £200 to the Royal British Legion.
3. It was agreed to give a donation of £200 towards the grasscutting at Fishley Church.
4. Ginny Pitchers reported on a meeting with the organiser of a foot race in 2016; he has experience of organising races. Stewards will tidy up after the last runners, and remove all signage. The route will be changed if it is very wet.
5. The Commonwealth War Graves Commission wrote to say that the £20 annual payment towards the upkeep of war graves in Upton churchyard will cease because of reduced funds and because the condition of the graves is good. The Commission thanked the Parish Council for the good condition of Upton's war graves.
6. Mazars, the external auditors, have completed the audit for the year ended 30th March 2015. They have suggested that the internal audit should be done before the Council signs off the Annual Return. This was noted. Mazars also commented that the bank reconciliation sent with the Return did not balance; this was because of the way the computer package presents the end of year reconciliation and the timing of the standing order for the clerk's salary. It was confirmed that the clerk reconciles the bank statement each month, and the reconciliations are checked by a councillor every quarter.
7. Residents are invited to a Broads Parish Forum at Hickling on 26th October.

Treasurer's Report:

£

Receipts:

Mooring fees	260.00
Transfer from savings	1,500.00
BDC – 2 nd half precept	3,500.00
Grazing rent	90.00

Cheques for payment:

Foxy Lodge - donation	50.00
J Barber – cleaning bus shelter	25.00

Standing order:

Norwich Diocese – allotment rent	1,401.00
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Online payments:

Norfolk Pension Fund	105.08
P James – clerk’s fee and expenses	355.62
HMRC- clerk’s PAYE	76.40
Acle Parish Council – share of expenses	54.00
SJB Safety – H&S inspection	100.00
Royal British Legion – donation	200.00
Fishley Grasscutting – donation	200.00
Garden Guardian – grasscutting	868.35
Balance c/f at 1st October 2015	<u>2,858.22</u>
Savings Account	7,353.84
Savings Account	0.29
Active Saver	53,635.66
Repairs and Renewals Account	<u>40,382.00</u>
Total Monies	<u>104,230.01</u>

£40,382 is the reserve payable to the Environment Agency.
The above cheques were agreed for payment.

The clerk presented Actual Receipts and Payments versus budget for the 6 months to 30th September and explained any variances. The report was accepted, with the recommendation that the loan to the White Horse for the shop should be moved to a new account code, and out of donations.

Planning Matters:

1. **Mr Howes, 5 Boat Dyke Road** – erection of open fronted card shed (20151462). The councillors decided to object to this application as it was felt that the ridge of the proposed building would be too high, both for the neighbouring property and for the view when driving down the road.
2. **Mr Moore, Edgefield, Marsh Road** – change of use of land from agricultural to residential curtilage (retrospective) (20151483). The councillors supported the plans.

Village Hall and Playing Field:

1. Ginny Pitchers gave a report on bookings and the forthcoming History Group talk, sponsored by the Parish Council.
2. It was noted that litter issues associated with the football matches had ceased since the football club had relocated to another grounds.
3. A pest control company will be asked to deal with the moles and rabbits around the play area and field.

Boat Dyke and Staithe:

1. No correspondence has been received from the Environment Agency.

2. A pre-planning application consultation had been received from BESL for the removal of the piling on the right hand side of the dyke (South-east). The councillors objected to this proposal as it is believed that without the piling the side of the dyke will slip into the dyke and would require regular dredging to keep it navigable.
3. There was some discussion about long-term works which might prolong the life of the piling on either side of the dyke, but it was agreed to leave this until the above item has been resolved.
4. The Health & Safety review of the boat dyke, picnic area and the pond was carried out on 3rd September, with no significant issues reported.

Community Shop:

The White Horse committee had requested that the current loan of £2,000 be converted into more shares. Sales in the shop are reported to have regularly exceeded £2,000 per week over the summer. Further capital works are required; improvements to the roof, installation of an air-conditioning unit and the construction of a lockable wooden display unit so that produce can be left outside overnight.

The councillors decided to keep this as a loan for now, to be reviewed in 12 months time.

Pond:

It was reported that the pump uses 1kw per hour, costing about 14p. Philip Armes reported that he had spoken to the new owners of The Forge who were happy to continue to supply electricity, but the councillors felt that a payment should be made. It was agreed to pay £50 for the electricity over the Summer months.

Any Other Business:

1. It was noted that the former Church Institute had been demolished. The clerk had received complaints about contractors parking in such a way that some of their van was extending into the road and this was reported to the Police.
2. Highways England cut back vegetation at the junction of The Windle and A47 to improve visibility.
3. The next meeting will be on Thursday, 5th November 2015.

There being no further business the meeting closed at 9.40 p.m.

Signed.....
Chairman

Dated: 5th November 2015.