

Minutes of the Annual Meeting of Upton with Fishley Parish Council held on Thursday, 4th May 2016 following the Annual Parish Meeting

Present:

Philip Armes (Chairman) Debbie Durrant (Vice-chairman)
Anne Whelpton Ginny Pitchers
Pauline James (Parish Clerk)

There was one member of the public present.

Election of Chairman and Vice-Chairman:

Philip Armes was re-elected Chairman of the Parish Council and signed a declaration of acceptance of office. Debbie Durrant was re-elected Vice-Chairman.

Apologies:

William Leonard-Morgan, Mike Brown and Nigel Brennan
District Councillor Frank O'Neill

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

None.

Minutes:

The minutes of the Parish Council meeting held on 7th April 2016 were agreed to be correct, and were signed by Philip Armes, as Chairman of the Parish Council.

Matters Arising:

1. A contractor will start work on clearing the moles on the playing field shortly.

Correspondence:

1. The internal audit was completed by John Gallop.

Treasurer's Report:

£

Receipts:

Mooring fees	3,188.00
Grazing rent, monthly fee	91.66
Football club rent - March	45.00
Precept – 1 st instalment	3,502.50
Grazing rent - Old School Field , for year	404.00

Online payments:

Norfolk Pension Fund	126.11
P James – clerk's fee and expenses SO	300.00
- balance	82.99
George Taylor – staithe and playing field	225.00
Berryman – collection of glass	1.80
Came & Co – insurance	551.23

Garden Guardian – grasscutting April	876.90
HMRC- clerk’s PAYE	90.00
Cheques for payment:	
J Gallop – internal audit	175.00
Hugh Crane Ltd – chippings	835.20
Direct Debit:	
Environment Agency – drainage rates	27.84
Balance c/f at 4th May 2016	<u>131,216.14</u>

The balance includes a reserve of £49,382 payable to the Environment Agency and earmarked repairs reserves of £60,720.

The above payments were agreed.

The clerk’s bank reconciliation as at 3rd May 2016 was checked by Ginny Pitchers.

Planning:

1. Decisions from **Broadland District Council:**

- i) **Philip Armes, 27 Prince of Wales Road** - erection of replacement workshop – full approval.
- ii) **Hugh Crane Ltd, Hall Farm** – extension to existing storage building – no permission required.

Village Hall and Playing Field:

- 1. It was decided that a gate for the village hall car park would cause issues in that someone would have to be available to open and shut it for events, and that someone people park in the car park to use the play equipment and would need to be able to access the car park. CCTV would be considered again at a later date if littering and vandalism continues to be an issue.
- 2. There continue to be problems with the youth football club which uses the toilets in the hall when playing matches on the field. The supervisors do not always check the hall afterwards, to ensure that the toilets are left in a clean and tidy state. The councillors discussed the option of building a toilet on the outside of the hall.
- 3. It was agreed to remove the telegraph poles alongside the hedge at the car park now that the hedge is established.

Boat Dyke and Staithe:

- 1. No correspondence had been received from the Environment Agency on the lease.
- 2. The Broads Authority had sent information on the planning conditions for the removal of the piling on the right hand side of the dyke; the quay heading near to the culvert will not be removed, but will be “feathered out” to the east and west of the culvert, over a distance of about 15m on each side. The regrading of the bank will increase the width of the dyke by around 1m at the toe of the dyke. Posts will be installed to mark the edge of the channel to

monitor the growth of the reeds. A post will also be installed to mark the beginning of the public moorings. Anne Whelpton offered to meet the Broads Authority on site when the location of the posts is discussed. It was agreed that someone from the navigation department should also be invited to consider the location of the posts.

Accounts:

The Accounts for the year ended 31st March 2016 were presented, discussed and approved. The Annual Return sections 1 and 2 were considered and approved. Philip Armes was authorised to sign on behalf of the Council.

Any Other Business:

1. It was noted that the self-sown saplings at the churchyard need to be cut back again.
2. The next meeting will be on **Thursday, 2nd June 2016.**

There being no further business the meeting closed at 8.30 p.m.

Signed.....
Chairman

Dated: 2nd June 2016.