**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 13th October 2016 at 7.30pm in the Village Hall**

**Present:**

Philip Armes (Chairman)

Debbie Durrant (Vice-chairman)

Ginny Pitchers Mike Brown

Nigel Brennan William Leonard-Morgan

Pauline James (Parish Clerk)

There was one member of the public present. Matters raised included a planning application.

**Apologies:**

Anne Whelpton

County Councillor Thomas Garrod

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

Nigel Brennan reported that he has purchased shares in The White Horse.

**Minutes:**

The minutes of the Parish Council meeting held on 1st September 2016 were agreed to be correct, and were signed by Philip Armes, as Chairman of the Council.

 **Matters Arising:**

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| 1 | Ginny Pitchers, Nigel Brennan and the clerk attended the training on the role of the Overview & Scrutiny Committee at BDC.  |
| 2 | The clerk was asked to contact the owners of the old Church Institute plot to express concerns about parking and visibility around the corner of the road while the contractors are working on site. |
| 3 | Philip Armes confirmed that he will replace the blocked pipe at the pond. |
| 4 | Nigel Brennan reported on a workshop session on the Greater Norwich Local Plan Issues Paper. He said that most attendees were very concerned about the plans to allocate more land for housing whilst many allocated plots remain unused. |
| 5 | A statement on the Norfolk County Council website confirms that the County Council is responsible for the maintenance of vegetation on public footpaths. Councillors reported that several paths around the village were not cut often enough during the summer. The clerk was asked to contact the Norfolk Wildlife Trust to ask them to cut back the vegetation at the gate onto the concrete road at the marshes. |

**Correspondence:**

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| 1 | Nigel Brennan reported on a meeting on planning enforcement at South Walsham. |
| 2 | BT proposed to remove the public payphone in Church Road; it was noted that no calls were made over the past 12 months. The councillors accepted that the phone box should be removed. |
| 3 | The local Police invited councillors to attend a meeting on 5th December at 7.00pm at Acle Methodist Hall |
| 4 | The Broads Authority invited councillors to attend a Broads Forum meeting on integrated flood management for the area. They also sent notice of forthcoming consultations on the Revised draft Broads Plan 2017 and the Local Plan. |
| 5 | The Department for Communities and Local Government wrote to express their plans for the neighbourhood planning process and confirming the need to build more houses. |
| 6 | Notice was received that the A1064 in Acle would be closed shortly for five evenings for resurfacing works. |
| 7 | It was agreed to give a donation of £200 to the Royal British Legion donation. |

**Treasurer’s Report:**

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| **Receipts:** |  £  |
| Mooring fees | 444.00 |
| Football rent – August and September | 93.00 |
| Grazing fee – 1 month | 91.66 |
| BDC – 2nd half precept | 3,497.50 |
| EDF - wayleave | 67.75 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps |  98.12 |
|  s.o.  | 300.00 |
| Norfolk Pension Fund | 127.38 |
| HMRC – PAYE | 90.80 |
| Garden Guardian – grasscutting | 876.90 |
| Acle PC – share of costs | 14.96 |
| URM – recycling costs | 12.96 |
| Nigel Brennan – travel costs | 9.90 |
| BDC – training costs | 20.00 |
| **Cheques:** |  |
| John Barber – cleaning bus shelter | 25.00 |
| CPRE – subs | 36.00 |
| Balance c/f 13th October 2016 | 125,814.73 |
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| The balance includes a reserve of £49,382 payable to the Environment Agency and  |
| earmarked reserves of £60,720. |
| The payments were authorised. Ginny Pitchers had checked the clerk’s bank reconciliation for September. |

**Planning:**

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| 1 | Planning applications:1. **Mr Cook, 9 Riverview Drive** – single storey extensions and alterations (20161693). There were no objections to the plans.
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|  | 1. **Mrs Mitchell, Llanberis, Boat Dyke Road** – single storey rear extension (20161506). There were no objections to the plans.
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| 2 | Planning applications received between meetings:1. **1 Westfield** – extensions (revised) – the councillors had no objections to the plans in principle but there were still concerns about the impact on the silver birch to the front of the plot. BDC said they would request a tree protection plan.
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|  | 1. **Pump House, Marsh Road, South Walsham** - extension (BA/2016/0324/FUL) – the councillors had no objections to the plans.
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| 3 | Planning decisions:**Environment Agency, south side of Upton boat dyke** – removal of piling – approval by the Broads Authority. |

**Village Hall and Playing Field:**

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| 1 | Ginny Pitchers and the clerk met with members of Upton Village Hall and Acle United Youth Football Club to discuss the construction of an extension to the village hall, to include a toilet accessible from the outside. The village hall members rejected a suggestion of a small extension just for a toilet, in favour of a larger building, half the width of the current hall, to include the toilet and some extra storage, with a view to extending the extension across the full width, at a later date. The football club offered to do some fundraising and to try to apply for some grants, as well as doing some of the work. The village hall would approach the parish council for a donation to the project and then fund the remainder of the cost themselves. The football club would require some security of tenure in return for assisting with the building. |
| 2 | The hall had been recently decorated, with new curtains and new flooring. The councillors congratulated the village hall committee on the works. |

 **Vehicle Activated Sign:**

Just a few phone calls or emails had been received supporting the proposal to site a Vehicle Activated Sign on Church Road. No negative comments had been received by the clerk. After some discussion it was agreed to apply for the funding for the sign which would cost the Parish Council £3,074.60. It was hoped that the sign would encourage residents and visitors to drive more slowly at the crossroads.

It was also agreed to investigate the idea of “gateways” at the side of the roads.

**Village Inspection:**

It was agreed to carry out the maintenance noted on the recent inspection of the parish assets, including the installation of a low picket fence at the churchyard.

**Boat Dyke and Staithe:**The Health & Safety inspection of the dyke and of the pond will take place on 17th October.
 **Planting:**
It was agreed to purchase some daffodil bulbs for planting along the village verges.

**Any Other Business:**

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| 1 | There was some discussion about dog fouling around the village. Additional signage will be added around the village.  |
| 2 | The next meeting is on Thursday, 3rd November at 7.30pm. |

There being no further business the meeting was closed at 9.30 pm

Signed:…………………………. 3rd November 2016

 Chairman