**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 3rd November 2016 at 7.30pm in the Village Hall**

**Present:**

Philip Armes (Chairman)

Debbie Durrant (Vice-chairman)

Ginny Pitchers

Mike Brown Nigel Brennan

Pauline James (Parish Clerk)

There were three members of the public present. Matters raised included the closure of footpath no: 4 to the south side of the dyke, and plans for an outdoor toilet for the football club.

**Apologies:**

William Leonard-Morgan and Anne Whelpton

District councillor Frank O’Neill – Cllr O’Neill said that there was no news on the covering or removal of the old boats in Chapel Road.

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

Debbie Durrant informed the meeting that her company supplies Fishley Manor, adjacent to Fishley Hall, subject of a planning application.

**Minutes:**

The minutes of the Parish Council meeting held on 13th October 2016 were agreed to be correct, subject to clarification as to the location of the proposed fence at the churchyard, and were signed by Philip Armes, as Chairman of the Council.

 **Matters Arising:**

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| 1 | The Norfolk Wildlife Trust had cut back the vegetation at the gate onto the concrete road at the marshes. |
| 2 | The eventing closures of the A1064 in Acle will now take place during the week of 7th November. |
| 3 | Daffodil and crocus bulbs were purchased and distributed to councillors and residents for planting around the village. |
| 4 | It was noted that the seat on the green at Horses Head had not yet been returned from refurbishment. |

**Correspondence:**

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| 1 | Information on the Police website for Upton showed no crimes reported in June, 4 crimes reported in July and 2 in August. |
| 2 | Broadland District Council sent £528.53 of Community Infrastructure Levy (CIL) monies to the Parish Council, payable on the development of Whites Farm. The district council passes on 15% of the CIL to the relevant parish council and the money must then be spent on something which addresses the demands that new development places on the locality, including the provision, improvement, replacement, operation or maintenance of infrastructure. It was agreed that this could be spent on the vehicle activated sign. |
| 3 | Boat Dyke Road will be closed on 7th November for 3 days for repairs by Anglian Water. |
| 4 | Broadland District Council reminded councils of the role of a parish tree warden and asked for nominations for warden. This is a voluntary post. |
| 5 | It was noted that it is thought that the tree on the island outside the pub was planted to commemorate the coronation of George V in 1911 and there was a suggestion that this should be marked in some way.  |

**Treasurer’s Report:**

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| **Receipts:** |  £  |
| Mooring fees | 240.00 |
| VAT refund | 300.73 |
| Grazing fee – 1 month | 91.66 |
| BDC – CIL monies | 528.53 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps |  144.25 |
|  s.o.  | 300.00 |
| Norfolk Pension Fund | 127.38 |
| HMRC – PAYE | 90.80 |
| Garden Guardian – grasscutting | 876.90 |
| SJB Safety – H& S report | 100.00 |
| BDC – waste collection at churchyard | 124.50 |
| **Cheques:** |  |
| Upton Village Hall – room hire | 156.00 |
| Poppy Appeal | 200.00 |
| Balance c/f 3rd November 2016 | 124,841.89 |
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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.  |

**Planning:**

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| 1 | Planning applications:1. **Mr Baker, Cordwainers Cottage, 21 Boat Dyke** **Road** – 2 and ½ storey rear extension (20161869). The councillors had no objections in principle but felt that the Juliet balcony could result in overlooking of the neighbour’s garden.
2. **Fishley Hall** – continuation of change of use of barns for wedding venue (BA/2016/0383/CU). The Broads Authority gave permission in 2015 for a trial period of 12 months, with restriction that music can only be played between midday and midnight. Letters of objection had been received from residents at Horses Head. After some discussion, it was agreed by a majority to record no objections in principle so long as the restrictions on playing any type of music remained, but noting the concerns of the neighbours as to the frequency of events, and asking that music should not be permitted outdoors at events. It was also noted that the planning application did not mention fireworks and that this should be raised with the planning officer.
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| 2 | **Planning decisions by Broadland District Council** |
|  | 1. **1 Westfield** – two storey and single storey extensions to front and side of dwelling – full approval with protection for the roots of the nearby tree.
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**Village Hall and Playing Field:**

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| 1 | Correspondence was read out from the Acle United Youth Football Club and the Upton Village Hall. The first request, was for permission to site a portaloo on the field for use by players and spectators. It was agreed that this could be sited on the far side of the field, near to their storage container. It must be a lockable unit and the football club must take on all maintenance. A deposit will be charged against its removal. |
| 2 | It was also noted that there are occasions when the car park is not large enough, such as when there are several matches being played, and there is a party at the village hall. Philip Armes offered to look in to prices for plastic matting which could be placed on the field to the west of the car park entrance but which would allow the grass to grow through. The football club also has permission for parents to park at the White Horse pub before their opening hours. |
| 3 | The clerk was asked to contact the Council’s insurers to check on any restrictions for parking near to the football pitch. |

 **Boat Dyke and Staithe:**The Health & Safety inspection of the dyke and of the pond was done on 17th October.

The work by the Environment Agency to remove the piling on the right-hand side of the dyke will start shortly. The vegetation has been cut back. Notice has been received to close the public footpath (no:4) alongside the right-hand side (south) of the dyke.

 **Village Inspection:**
Ginny Pitchers reported that Keith had treated both wooden benches at the front of the pond. The shed at the field had been removed. It was noted that the bin at the play area has a cracked lid

The Bure Valley Conservation Volunteers had offered a couple of dates to do the maintenance work on Blakes Pit in Boat Dyke Road. Councillors were concerned about the proposed use of a digger at this location, given its proximity to overhead cables. Philip Armes offered to speak to the group again about the various options.

**Any Other Business:**

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| 1 | The clerk will get the price for a new dog bin for Prince of Wales Road to be sited near to footpath no: 10 which heads west from the road. |
| 2 | It was agreed to consider a welcome pack for new residents, with local information. |
| 3 | Several of the councillors requested copies of the forthcoming electoral roll. |
| 4 | The next meeting is on Thursday, 1st December at 7.30pm. |

There being no further business the meeting was closed at 8.55 pm

Signed:…………………………. 1st December 2016

 Chairman