**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,
1st December 2016 at 7.30pm in the Village Hall**

**Present:**

Philip Armes (Chairman)

Ginny Pitchers

Mike Brown Nigel Brennan

William Leonard-Morgan Anne Whelpton

Pauline James (Parish Clerk)

There was one member of the public present – matters discussed included the provision of a portaloo for the youth football team to be sited on the playing field.

**Apologies:**

Debbie Durrant (Vice-chairman)

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

None.

**Minutes:**

The minutes of the Parish Council meeting held on 3rd November 2016 were agreed to be correct and were signed by Philip Armes, as Chairman of the Council.

 **Matters Arising:**

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| 1 | Steve Burt confirmed that he will return the seat on the green at Horses Head shortly, after some maintenance has been completed. |
| 2 | The clerk contacted George Taylor re various works; he will do the vegetation at the car park shortly and will erect the fence at the churchyard at the end of February. |

 **Correspondence:**

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| 1 | The details of the Broads Plan 2017 were circulated and noted. |
| 2 | Grants were agreed as follows:East Anglian Air Ambulance: £100Norfolk Citizens Advice: £50Revitalise: £50East Anglian Children’s Hospice: £50MAGPAS (helicopter emergency service): £100 |
| 3 | Information on the Police website for Upton showed one crime of vandalism at the village hall, reported in September. |
| 3 | BDC’s Call for Sites has been completed – no land has been put forward for development in Upton at this time. |
| 4 | The NCC Mobile Library service calls in Upton on Fridays – this has been advertised on the Council’s website. |

**Treasurer’s Report:**

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| **Receipts:** |  £  |
| Mooring fees | 284.00 |
| Football ground rent October | 63.50 |
| Grazing fee – 1 month | 91.66 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps |  111.38 |
|  s.o.  | 300.00 |
| Norfolk Pension Fund | 127.38 |
| HMRC – PAYE | 91.00 |
| Acle PC – share of exps | 68.62 |
| URM – recycling costs | 5.22 |
| **Cheques:** |  |
| BADCOG – subs | 10.00 |
| East Anglian Air Ambulance donation | 100.00 |
| Norfolk Citizens Advice donation | 50.00 |
| Vitalise donation | 50.00 |
| East Anglian Children’s Hospice – donation | 50.00 |
| MAGPAS donation | 100.00 |
| Balance c/f 1st December 2016 | 124,217.45 |
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| The balance includes a reserve of £49,382 payable to the Environment Agency and earmarked reserves of £60,720. It was noted that there will be a delay in receipt of payment for the main allotment land as the tenant is ill. |
| The payments were authorised.  |
| The clerk presented the actual v budget details for the 9 months to December 2016. There were no questions on the report. |

**Planning:**

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| 1 | **Planning decisions by Broadland District Council** |
|  | 1. **Mr Cook, 9 Riverview** **Drive** – single storey extensions and alterations (20161693) – full approval.
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**Village Hall and Playing Field:**

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| 1 | Last month it was agreed that portaloo could be sited on the far side of the field, near to their storage container. The football club had asked if it could be sited nearer to the road to enable access for maintenance. This was agreed. |
| 2 | Philip Armes reported on ground stabilisation mesh which would be suitable to extend the car park on the grassed playing field, costing £120 for a piece 30m x 2m. The clerk was asked to contact the grasscutting contractor to ensure that he would be able to cut the grass above the mesh. |
| 3 | The clerk has asked the youth football club for a copy of their insurance as their insurers will cover the club for any damage to vehicles, or injury to spectators, from footballs, and has also asked the Parish Council’s insurers for advice on any requirement for a minimum distance from a football pitch to the car park. |

**Boat Dyke and Staithe:**

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| 1 | No correspondence has been received about the lease with the Environment Agency. |
| 2 | Philip Armes reported on correspondence from BESL that they now propose to remove the piling around the culvert on the south side of the dyke. The councillors expressed concern at this and asked the clerk to find out more about this. |

**No Cold Calling Zones:**

The only area covered by this scheme is Riverview Drive. In order to apply for other areas to be covered by the scheme it is necessary to obtain the agreement of all the residents on each stretch of road. It was agreed to investigate this further and to ask residents for their opinion.

**Litter Bin on Prince of Wales Road:**

After some discussion it was agreed to purchase two red dog litter bins; one for Prince of Wales Road and one for Boat Dyke Road, at a cost of £73.23 each and then £3.21 per week to empty the bins.

**Commemorative Tree:**

Ginny Pitchers offered to investigate suitable signage to commemorate the planting of the tree outside The White Horse and at the junction of Boat Dyke Road for the coronation of George V in 1911. It was suggested that a small plaque on the tree might be appropriate.

**Any Other Business:**

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| 1 | The clerk will contact NCC or the Norfolk Wildlife Trust, as appropriate, to report that there are no footpath finger posts marking the public footpath from the concrete road to the Black Mill. |
| 2 | The nameplate for Horses Head is obscured by vegetation. The clerk will report this to BDC. |
| 3 | The next meeting is on Thursday, 5th January at 7.30pm. |

There being no further business the meeting was closed at 8.45 pm

Signed:…………………………. 5th January 2017

 Chairman