**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,
2nd March 2017 at 7.30pm in the Village Hall**

**Present:**

Philip Armes (Chairman)

Debbie Durrant (Vice-chairman)

Ginny Pitchers Anne Whelpton

Nigel Brennan William Leonard-Morgan

Pauline James (Parish Clerk)

There were no members of the public present.

**Apologies:**

Mike Brown

District Councillor Frank O’Neill sent a report on planning issues.

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

William Leonard-Morgan declared a disclosable pecuniary interest in the planning application for his property.

**Minutes:**

The minutes of the Parish Council meeting held on 2nd February 2017 were agreed to be correct and were signed by Philip Armes, as Chairman of the Council.

 **Matters Arising:**

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| 1 | It was discovered that there are only two families in need of assistance with the cost of a school trip, so the grant was changed to £140, instead of £210, being half the cost of the residential trip. |
| 2 | A letter of thanks was received from Foxy Lodge Wildlife Rescue for the recent donation. |
| 3 | The new grit bin has been installed in Cargate Lane, and some grit added. The councillors thanked Mike Brown for his help with this. The clerk has contacted Norfolk County Council to ask for the bin to be added to their schedules for topping up with grit. |
| 4 | A new mole catcher has been appointed and will work at the playing field and children’s play area. |
| 5 | George Taylor has started work on the new boundary fence at the churchyard. |

 **Correspondence:**

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| 1 | It was noted that the employer’s contributions for the clerk’s pension would be 21.5% for 17-18, 22.0% for 18-19 and 22.5% for 19-20. |
| 2 | Ginny Pitchers gave a report on the forthcoming charity walk, on 21st May, organised by the Rotary Club. The walk will start and finish at the village hall, where there will be refreshments and charity stalls. Participants will be given a voucher for discounted food at The White Horse. |

**Treasurer’s Report:**

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| **Receipts:** |  £  |
| Mooring fees | 12,258.00 |
| Allotment rent | 1,400.00 |
| Football Club ground rent – 2 months | 90.50 |
| Interest on savings account | 433.07 |
| Grazing fee – 1 month | 93.50 |
| UK Power Networks - wayleave | 24.44 |
| Memorial fee | 365.00 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps | 140.03 |
|  s.o.  | 300.00 |
| Norfolk Pension Fund | 127.38 |
| HMRC – PAYE | 90.80 |
| Acle PC – share of exps | 75.36 |
| Rhino – sand for grit bin | 6.36 |
| BDC – emptying 2 x dog bins | 25.68 |
| Justin Nudd – work at cemetery and boat dyke | 855.00 |
| Marcus Satchel – work at cemetery and dyke | 550.00 |
| **Cheques:** |  |
| Fairhaven Primary School – cheque cancelled | (210.00) |
| Fairhaven Primary School – grant  | 140.00 |
| Balance c/f 2nd March 2017 | 134,520.70 |
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| The balance includes a reserve of £49,382 for historic rent payable to the Environment Agency and earmarked reserves of £60,720. It was noted that the recent receipts for moorings included VAT and the rent of £9,000 payable to the Environment Agency for 16/17. |
| The payments were authorised.  |
| It was noted that 67 invoices were issued for the moorings; 52 out of the village and 15 to Upton residents. |

**Planning:**

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| 1 | Planning applications: |
| 2 | 1. **Mr Leonard-Morgan, Dyke End** – variation of conditions. The councillors had no objections to the plans. (William Leonard-Morgan explained the application but took no part in the discussion or voting.)
2. **Dr Cox, Waterbank, 38 The Green** – single storey extension (20162179). There were no objections to the plans.

Planning enforcement: Ginny Pitchers gave a report on a planning enforcement issue. It was agreed not to take any further action at the present time. |

**Village Hall and Playing Field:**

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| 1 | It was reported that some tiles at the hall were damaged during the recent storm. |

**Boat Dyke and Staithe:**

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| 1 | There has been no further correspondence from the Environment Agency concerning the lease. |
| 2 | Justin Nudd and Marcus Satchel have cut back the vegetation at the car park and a couple of trees which were leaning badly. There are 5 or 6 more trees at the rear of the car park which need removing as they are leaning. It was agreed to remove these trees. |

**No Cold Calling Zone:**

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|  | 79 letters of support have been received to date. A majority of residents in Cargate Lane, Marsh Road and St Margaret’s Close have already shown support for the scheme. Details of the scheme were delivered to Boat Dyke Lane and The Green, and will be delivered to other locations in the village shortly. |

**Financial Regulations and Other Policies:**

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| 1 | The Financial Regulations, Review of Internal Controls, Review of Internal Audit, Role of the Responsible Financial Officer and the Risk Assessments were reviewed and adopted. |

**Any Other Business:**

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| 1 | A resident had asked if Norfolk County Council would agree to install additional signage in the village to remind people to drive more slowly. The clerk will contact NCC. |
| 2 | The clerk reported on the recent Clerks’ Conference in Warwickshire. |
| 3 | It was agreed to discuss a Resilience Plan at the next meeting, including consideration of the purchase of a generator for the village hall. |
| 4 | It was reported that two children had been seen riding on “monkey bikes” on the playing field. This was unauthorised and will be monitored. |
| 5 | It was hoped that a welcome pack of information on the Parish Council, Church and Village Hall for new residents will be completed shortly. |
| 6 | The next meeting is on Thursday, 6th April at 7.30pm. |

There being no further business the meeting was closed at 9.05pm

Signed:……………………. 6th April 2017

 Chairman