**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,   
4th January 2018 at in the Village Hall at 7.30pm**

**Present:**

Philip Armes (Chairman) Debbie Durrant (Vice-chairman)

Ginny Pitchers Anne Whelpton

William Leonard-Morgan Mike Brown

Nigel Brennan

Pauline James (Parish Clerk)

There were no members of the public present.

**Apologies:**

None

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

Anne Whelpton declared an interest in the planning application for the boatyard as the land adjoins hers.

**Minutes:**

The minutes of the Parish Council meeting held on 7th December 2017 were agreed to be correct, and were signed by Philip Armes as Chairman.

**Matters Arising:**

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| 1 | The flashing speed sign was delivered and was installed in Church Road. |
| 2 | There was no update on plans to improve the entrance to the Church path. |
| 3 | There is no ownership information for the verges at 12 – 20 Cargate Lane at the Land Registry. The clerk will contact Circle/ Wherry to find out more. |
| 4 | The councillors thanked Ginny Pitchers for decorating a Christmas tree on behalf of the Parish Council for the recent Christmas tree event at the Church. |

**Correspondence:**

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| 1 | The clerk had received several complaints about shooting on the marshes. These have been passed on to Environmental Health at Broadland District Council. |
| 2 | The Diocese sent notice of a forthcoming tree inspection on the Glebe Land in Hanging Hill. |

**Treasurer’s Report:**

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| **Receipts:** | £ |
| Mooring fees | 50.00 |
| Football Club ground rent – November | 60.50 |
| Burial and memorial fees | 125.00 |
| Grazing fee – 1 month | 95.33 |
| NCC – grant for flashing sign | 1,600.00 |
| Allotment rental | 10.50 |
| **Direct Debits:** |  |
| Information Commissioner – DPA subs | 35.00 |
| **Cheques for payment:** |  |
| John Barber – cleaning bus shelter | 25.00 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps | 93.72 |
| - s.o. | 300.00 |
| Norfolk Pension Fund | 131.03 |
| HMRC – PAYE | 91.60 |
| Garden Guardian – extra grasscutting | 102.00 |
| Broadland DC – waste collection cemetery | 127.25 |
| Mick Notley – moles at cemetery | 145.00 |
| Acle PC – share of expenses | 37.80 |
| Balance c/f at 4th January 2018 | 145,019.92 |

Justin Nudd and Marcus Satchel were working at the boat dyke car park and picnic area at the time of the meeting. It was agreed to circulate their invoice once the work was complete, to facilitate prompt payment.

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| The total amount includes a reserve of £58,382 for rent payable to the Environment Agency under the terms of the draft lease, and earmarked reserves of £65,269. The clerk presented a report of Actual v Budget income and expenditure for the ten months to January. There were no questions on the report.  The payments were authorised. It was noted that Ginny Pitchers had checked December’s online payments to the relevant bank statement and had agreed the clerk’s bank reconciliation as at 3rd January 2018. |

**Planning:**

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| 1 | **Planning applications:** |
|  | 1. **Mrs Hamilton, Yacht Station** – extension to office block and demolish outbuilding (BA/2017/0483/FUL). (Anne Whelpton declared an interest as a neighbour, and took no part in the discussion or voting.) There were no objections to the plans. |
| 2 | **Decisions by Broadland District Council:** |
|  | **Mr Hoult, Meadow Farm, Back Lane** – single storey side extension (20171967) – full approval. |

**Village Hall and Playing Field:**

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| 1 | Ginny Pitchers gave a report. |

**Boat Dyke and Staithe:**

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| 1 | The Environment Agency has not yet sent the lease for signature. |
| 2 | There had been no reply to the clerk’s email to BESL about the mesh used on the river banks. The clerk was asked to follow this up. |

**No Cold Calling Zone:**

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| 1 | Information packs were hand-delivered to those residents who had not previously expressed an interest in the scheme for the village to be designated a No Cold Calling Zone. |

**Resilience Plan:**

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| 1 | The clerk asked for volunteers and equipment via The Mardler; a few more replies have been received offering 4 x 4 vehicles, trucks and general assistance. |

**Sandhole Allotment:**

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| 1 | The clerk was asked to contact the landowner, the Diocese of Norwich, to ask that the agreement be renewed. |

**Budget and Precept for the year ending 31st March 2019:**

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| 1 | The clerk presented estimated figures for the year to 31st March 2018 and budget figures for the year to 31st March 2019. After some discussion it was agreed:   * To increase the precept by 5% - the annual precept for an average Band D home will be £29.73pa * To increase the mooring fees by £1 per foot, to £21 per foot, plus VAT * To accept the 5% increase in grasscutting costs * To increase burial and memorial fees slightly * To change some of the amounts transferred to earmarked reserves for repair and replacement of the Council’s assets * To put any surplus into a reserve for future repairs to the piling |

**Any Other Business:**

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| 1 | The drain outside Broadlands needs clearing out again. |
| 2 | Ginny Pitchers is monitoring use of the car park by the football club. She and the clerk will meet with the football club at the end of the season to discuss any problems when events are on in the hall. |
| 3 | The next meeting is on Thursday, 1st February at 7.30pm. |

There being no further business the meeting was closed at 8.30 pm.

Signed:……………………. 1st February 2018

Chairman