**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,   
1st February 2018 at in the Village Hall at 7.30pm**

**Present:**

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

Anne Whelpton Nigel Brennan

Pauline James (Parish Clerk)

District Councillor Frank O’Neill reported on district council matters and offered to speak to BDC Environmental Services about litter on the verges of the village roads.

There was one member of the public present. Matters raised included training for using a defibrillator and interest in an allotment.

**Apologies:**

Ginny Pitchers , Mike Brown and William Leonard-Morgan

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

None.

**Minutes:**

The minutes of the Parish Council meeting held on 4th January 2018 were agreed to be correct, and were signed by Philip Armes as Chairman.

**Matters Arising:**

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| 1 | There was no news on plans to improve the entrance to the Church path. |
| 2 | Resident Kerry Soutar sent a report that the Norfolk Wildlife Trust had raised the issue of the matting on the river banks with BESL who had confirmed that they are aware of the issue. The RSPB had also written to the Broads Authority and to BESL to express their concerns about the risk to wildlife.  The BA expects the new reed growth to prevent any further issue. The councillors expressed their concern that the nylon thread in the matting will remain in the matting for many years. |
| 3 | Revitalise sent a letter of thanks for the recent donation. |
| 4 | The flashing speed sign is working well on Church Road. |
| 5 | The councillors confirmed that they wanted the same wording carved on the new bench at the pond as on the old bench which it is replacing. |

**Correspondence:**

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| 1 | Police.uk website lists:  November – 1 x anti-social behaviour, 1 x burglary in Church Road  1 x public order in Riverview Drive  October – 1 x other theft in Marsh Road  2 x anti-social behaviour in Acle Road  September – 1 x vehicle crime in Cargate Lane |
| 2 | Highways England will be holding a public meeting on Thursday, 8th February in the village hall to show the latest version of the plans for the dualling of the A47 at North Burlingham. |
| 3 | It was agreed to support NCC’s bid for the Norwich Western Link between the NDR and the A47 to the west of Norwich. |
| 4 | The consultation on the Greater Norwich Local Plan is open. No sites have been put forward for Upton, but one site put forward for Acle touches the boundary. The councillors agreed to object to this site as it would erode the open countryside between Acle and the hamlet of Fishley. |

**Treasurer’s Report:**

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| **Receipts:** | £ |
| Mooring fees | 50.00 |
| Football Club ground rent – December | 38.50 |
| Grazing fee – 1 month | 95.33 |
| Donation for tree works | 50.00 |
| VAT refund | 921.20 |
| **Direct Debits:** |  |
| Anglian Water – old playing field | 12.10 |
| **Payment made between meetings:** |  |
| Justin Nudd – work at staithe and car park | 300.00 |
| Marcus Satchel – work at staithe and car park | 640.00 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps | 155.05 |
| - s.o. | 300.00 |
| Norfolk Pension Fund | 131.03 |
| HMRC – PAYE | 91.80 |
| URM – recycling collection | 1.80 |
| Broadland DC – litter bin collection | 493.50 |
| Justin Nudd – planting trees near Westfield | 20.00 |
| Balance c/f at 1st February 2018 | 144,299.24 |

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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 for repairs and replacement of assets of £65,269. The clerk presented a report of Actual v Budget income and expenditure for the eleven months to February. There were no questions on the report.  The payments were authorised. It was noted that Debbie Durrant had checked January’s online payments to the relevant bank statement. |

**Planning:**

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| 1 | **Decisions by Broads Authority:** |
|  | **Mrs Hamilton, Yacht Station** – extension to office block and demolish outbuilding (BA/2017/0483/FUL) – full approval. |
| 2 | A couple of planning enforcement matters were listed. |

**Village Hall and Playing Field:**

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| 1 | Nigel Brennan reported that some litter had been left behind after football matches. The clerk will write to the football club to ask that they check after matches and dispose of any litter. |
| 2 | There was some discussion about whether or not to add signage on the bins on the playing field to ask for dog poo to be put in the red bin in front of the play area. There were concerns that people might not bother to bin it if they felt it was too far to walk. This will be discussed with Keith Pitchers as he is usually the person who empties the bin. |

**Boat Dyke and Staithe:**

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| 1 | The Environment Agency sent a revised map for approval. There was some discussion about whether the Environment Agency owned the staithe area shown on the map. The clerk had obtained a final version of the lease just before the meeting so it was agreed that this would be sent round to the councillors to read, so that everyone was happy to sign the final lease when it was received. |

**No Cold Calling Zone:**

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| 1 | A few more indications of support for the scheme are required to achieve at least 75% of homes within the village, so a second set of information packs were delivered to those residents who had not yet expressed an interest in the scheme for the village to be designated a No Cold Calling Zone. |

**Resilience Plan:**

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| 1 | A further resident has volunteered for the scheme. |

**Sandhole Allotment:**

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| 1 | The Diocese of Norwich has replied that the agreement for the allotment continues on the current terms even though the current agreement has passed the end date. The Diocese will send a revised agreement in the Summer ready for the start date in October. The Diocese noted that the land is currently farmed by Nicholas Crane. |

**Financial Standing Orders and Payments:**

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| 1 | There was some discussion about the question of paying invoices between meetings. It was agreed that payments would not be made between meetings without a price having been agreed at an earlier meeting. |

**Any Other Business:**

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| 1 | A couple of residents had reported issues with intermittent Broadband. Residents are encouraged to report problems to their Broadband supplier who will then report issues to BT Openworld if appropriate. |
| 2 | Parking in the Anglian Water layby in Prince of Wales Road was noted. It was decided that this was not a Parish Council matter and that it was likely that any parked vehicle could be moved in the event of access being required. |
| 3 | Councillors were disappointed to learn that several sacks of litter are being collected by Janet Southgate every time she litter-picks; mostly fast food packaging or coffee cups. |
| 4 | The next meeting is on Thursday, 1st March at 7.30pm. |

There being no further business the meeting was closed.

Signed:……………………. 1st March 2018

Chairman