**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,
5th July 2018 at in the Village Hall at 7.30pm**

**Present:**

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

Mike Brown, Ginny Pitchers, Nigel Brennan, Anne Whelpton and William Leonard-Morgan

Also Pauline James (Parish Clerk)

There were five members of the public present. Matters raised included the BESL matting at the boat dyke, possible rat poison left at the dyke car park, a new allotment and a possible barrier at the churchyard entrance.

**Apologies:** District Councillor Frank O’Neill.

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

Nigel Brennan had an interest in a payment for travel expenses.

Nigel Brennan is a director of The White Horse and Debbie Durrant, Anne Whelpton, Mike Brown and Keith Pitchers have shares in the pub.

**Minutes:**

The minutes of the Parish Council meeting held on 7th June 2018 were agreed to be correct, and were signed by Philip Armes as Chairman.

 **Matters Arising:**

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| 1 | The clerk asked for an update from BESL about the matting on the river bank but no reply had been received. |

**Correspondence:**

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| 1 | A request had been received for the Parish Council to pay for the hall hire for a talk by the Owl and Hawk Trust as part of an award to the village for a Good Neighbour Award from Nextdoor social network. This was agreed. |
| 2 | No further information has been updated on the Police.co.uk website since April 2018. |
| 3 | The councillors noted the Broads Authority consultation on a shortlist of designs for a new building at Acle Bridge. |
| 4 | Children from Acle Academy will be doing a walk around the village on 19th July. |
| 5 | Better Broadband for Norfolk sent details of a new cabinet to be installed on The Windle. |
| 6 | A new site has been put forward for consideration for housing on the boundary with Acle at South Walsham Road. This was noted. Consultation will take place later in the year. |
| 7 | Highways England sent details of surveys which will be carried out around the proposed dualling of A47 at North Burlingham. |
| 8 | Highways England have provisionally booked the hall for Thursday, 9th August at 6.30pm to show the parishes the latest design for the project. |
| 9 | Highways England also invited councils to put forward projects for funding under designated funds. This will be forwarded to the Village Hall Committee for them to request assistance with the planned extension. |

 **Treasurer’s Report:**

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| **Receipts:** |  £  |
| Mooring fees | 2,316.30 |
| Grazing fee – 1 month | 95.33 |
| Cemetery fees | 35.00 |
| **Cheque payments:** |  |
| John Barber – cleaning bus shelter | 25.00 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps - July | 99.04 |
|  - s.o.  | 300.00 |
| clerk’s fee and exps - August | 89.55 |
| * s.o.
 | 300.00 |
| Norfolk Pension Fund - July | 135.85 |
| Norfolk Pension Fund - August | 135.85 |
| HMRC – PAYE - July | 93.40 |
| HMRC – PAYE - August | 93.40 |
| Acle PC – share of expenses | 28.52 |
| Garden Guardian – grasscutting June | 939.00 |
| Garden Guardian – grasscutting July | 939.00 |
| Nigel Brennan – travel expenses | 11.70 |
| Balance c/f at 5th July 2018 | 172,009.27 |

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| The total amount includes a reserve of £67,382 for rent payable to the Environment Agency under the terms of the draft lease, earmarked reserves for repairs and replacement of assets of £79,608 and £942 VAT on the mooring fees since 1st April.Ginny Pitchers had checked June’s payments to the relevant bank statements, and had checked the clerk’s latest bank reconciliation. The clerk presented a report of Actual v Budget Income and Expenditure for the 4 months to July. This was noted.The payments were authorised.  |

**Planning:**None.

**Village Hall and Playing Field:**

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| 1 | Ginny Pitchers gave a report: The recent Scarecrow event was well attended and much enjoyed.Representatives from the village hall attended a Cluster Meeting for local village halls. The idea is for local halls to share information and advice. |
| 2 | Nigel Brennan presented various quotes for CCTV at the village hall. He will now ask the various companies to re-quote for the preferred specification. It was noted that the Parish Council has agreed to pay 50% of the cost. |
| 3 | It was noted that Justin Nudd has strimmed the area by the allotments. |
| 4 | Keith Pitchers has noted that the swing seats are beginning to crack and will need replacement in due course. |
| 5 | There had been a request for two new picnic benches at the playing field. It was agreed to purchased two benches. |

**Boat Dyke and Staithe:**

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| 1 | David Horsfall, Senior Estates Surveyor from the Environment Agency, has been in touch about the lease of the boat dyke and staithe and promised to move forward with the lease. |
| 2 | A suspicious substance was noticed by a dog walker at the boat dyke car park. As her dogs had eaten some of it, she took them to the vet for treatment in case it was rat poison. In all, 16 dogs were treated for suspected poisoning. The clerk contacted the Environment Agency, as they are the landowners. Eventually the Agency sent out some staff to take a look, but by this time the boatyard had cleared up the substance, which was later confirmed as rat poison. It was reported to the police in case it was a malicious act.Broadland District Council had offered a chargeable clean up service but this was not taken up as the Environment Agency are the owners, not the Parish Council.There was some discussion about whether to give a donation towards the cost of the analysis of the substance, as a gesture of goodwill. |

**Lease of Allotments:**

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| 1 | Philip Armes offered to speak to the farmer who currently leases the land at the Sandhole Allotment to discuss continuing the lease. |

**Footpath Maintenance:**

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| 1 | It was reported that Footpath no: 2 from Prince of Wales Road to the concrete road needs cutting. Anne Whelpton offered to report it to the Norfolk Wildlife Trust. |

**Churchyard entrance:**

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| 1 | Norfolk County Council said that the presumed boundary with the highways verge is the wall and they would not give a licence for the erection of a barrier adjacent to the highwaysAnything within the churchyard requires permission from Diocesan Office and planning permission from BDC.The councillors repeated their preference for wooden gates and asked the clerk to contact the Rev’d Nick Garrard. |

**Loan to White Horse Pub:**

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| 1 | It was agreed to convert the £2,000 loan to shares in the Pub. |

**Clerk’s Hours:**

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| 1 | The clerk is currently working more than her contracted hours. After some discussion it was agreed to increase her paid hours by 0.615 to 7.25 hours per week. |

**Any Other Business:**

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| 1 | Agenda items:* paying donations for litter collecting
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| 2 | The clerk was asked to buy a No Parking in Front of Gate sign for the village hall car park. |
| 3 | Nigel Brennan reported that people are using the village hall car park for teaching learner drivers. This was noted. |
| 4 | No meeting is planned for August. The next Parish Council Meeting is on Thursday, 6th September at 7.30pm. |