**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,
6th September 2018 at in the Village Hall at 7.30pm**

**Present:**

Debbie Durrant (Vice-Chairman)

Ginny Pitchers and Nigel Brennan

Also Pauline James (Parish Clerk)

There were 8 members of the public present. Matters raised included appreciation for the recent cutting of the verges in the village, a complaint about the work done on the trees at the pond and a request for financial support for The Mardler.

**Apologies:** Philip Armes (Chairman), Mike Brown and Anne Whelpton

In the absence of Philip Armes, Debbie Durrant chaired the meeting.

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

None.

**Minutes:**

The minutes of the Parish Council meeting held on 5th July 2018 were agreed to be correct, and were signed by Debbie Durrant as Chairman of the meeting.

 **Matters Arising:**

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| 1 | Philip Armes, Ginny Pitchers and the clerk attended a meeting with Highways England concerning the dualling of A47. It was felt that none of the Parish Council’s concerns had been addressed, such as the impact of the scheme on The Windle and the risk of HGVs backing up along A47 to turn off at the junctions.Councillors were invited to attend the launch event for the public consultation for the latest plans for the scheme. There are also public events in the area during September which have been advertised on the Parish Council’s website and facebook page. |
| 2 | The Parish Council’s loan to The White Horse has been converted into shares. The share certificate has been received. |
| 3 | The clerk has ordered two new picnic benches for the playing field. |

**Correspondence:**

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| 1 | Correspondence was received inviting communities to have Bring Banks for Sense. It was agreed not to proceed with this as there are bring banks at Acle. |
| 2 | It was agreed to give a donation of £75 to Foxy Lodge Wildlife Rescue in recognition of Janet Southgate’s work picking up litter around the village. |
| 3 | The Information Commissioner has announced that parish councils are not public authorities for the purposes of the GDPR (section 7(3) of the DPA 2018) and that therefore no Data Protection Officer is required. The clerk’s appointment as DPO was therefore cancelled. |
| 4 | The Police.co.uk website listed:May 2018 – 1 x criminal damageJune 2018 – 1 x anti-social, 3 x violentJuly 2018 – 1 x violent, 1 x anti-social  |
| 5 | The external audit of the accounts for the year ended 31st March 2018 has been completed without comment, and advertised on the Parish Council’s website. |
| 6 | The clerk will attend an event at The White Horse on 26th September to celebrate the Queen’s Award for Voluntary Service, awarded to the team of volunteers. |
| 7 | Complaints have been received about very late-night noise from people staying at the Black Mill over a weekend in August. The clerk will write to the owners to express concerns about the lateness of the events. |
| 8 | Concerns had been raised about the use of the land in the pit on Hanging Hill. A member of the public confirmed that the use is only by family and friends. |
| 9 | The Broads Parish Forum is on Wednesday, 19th September at 6.30. The clerk will attend. |

 **Treasurer’s Report:**

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| **Receipts:** |  £  |
| Mooring fees | 260.80 |
| Grazing fee – 2 months | 190.66 |
| Cemetery fees | 170.00 |
| Football club rent of field | 16.00 |
| NCC – verge cutting | 149.66 |
| Reimbursement damage to hedge | 30.00 |
| **Direct debits:** |  |
| Anglian Water – playing field | 11.57 |
| **Online payments:** |  |
| Playsafety – RoSPA report | 151.20 |
| PKF Littlejohn – external audit | 240.00 |
| Pauline James – clerk’s fee and exps -September | 136.04 |
|  - s.o.  | 300.00 |
| Norfolk Pension Fund - September | 148.43 |
| HMRC – PAYE - September | 102.00 |
| Acle PC – share of expenses | 20.84 |
| Garden Guardian – grasscutting August | 939.00 |
| **Cheques:** |  |
| Foxy Lodge donation | 75.00 |
| Balance c/f at 6th September 2018 | 169,760.03 |

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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, and earmarked reserves for repairs and replacement of assets of £79,608.Ginny Pitchers had checked July’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 6 months to September. This was noted.The payments were authorised.  |

**Planning:**

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| 1 | Between meetings, an application was received for Hugh Crane Ltd., extensions to an existing building (revised design). The councillors had no objections to the plans. |

**Village Hall and Playing Field:**

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| 1 | Ginny Pitchers gave a report on bookings. She had met with the Acle Youth Football Club who had requested permission to erect a permanent net behind the one goal which backs onto Cargate Lane. It was agreed that this could be erected once the edges of the field have been cut.Small cracks in the car park are to be repaired shortly and then parking spaces marked out. George Taylor will be asked to cut the hedge around the car park. |
| 2 | Nigel Brennan had obtained various quotes for CCTV at the village hall. It was agreed to discuss this in closed session at the end of the meeting because of the sensitive nature of the quotes. |
| 3 | Use of car park: during August a learner-driver drove through the hedge and damaged the wire. £30 was received to pay for repairs. There was some discussion about whether to ban learner-drivers from using the car park. It was agreed to leave this decision until feedback from the village hall committee and until more councillors are present at a meeting. |

**Boat Dyke and Staithe:**

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| 1 | There has been no correspondence from the Environment Agency. |

**Lease of Allotments:**

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| 1 | The Sandhole allotment will be let to Nicholas Crane for the forthcoming 12 months and reviewed in time for next year. |

**Footpath Maintenance:**

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| 1 | Nothing further to report. |

**Gates at Churchyard Entrance:**

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| 1 | There has been no comment yet from the Parochial Church Council as to whether they would approve of gates being installed at the entrance to the churchyard path. Mike Powell has sent a formal letter from the Friends of St Margaret’s setting out his concerns about pedestrian safety if a barrier is not installed. |

**Any Other Business:**

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| 1 | The next Parish Council Meeting is on Thursday, 4th October at 7.30pm. |
| 2 | It was agreed to make a donation of £100 to the Marshland Mardler out of the £1,000 budget for donations. |

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**At this point it was resolved under the Public Bodies (Admissions to Meetings) Act 1960 to exclude members of the public.**