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

**Present:**

Philip Armes (Chairman)

Debbie Durrant (Vice-Chairman)

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

Also Pauline James (Parish Clerk)

There were four members of the public present. Ken Wallis-Gare spoke briefly about his role as a First Responder and offered some training on CPR and using a defibrillator. It was confirmed that the Parish Council would pay for the hire of the village hall for a training session. Ken confirmed that the two defibrillators in the village are checked monthly and are maintained by the Community Heartbeat Trust.

Other matters raised included the need for drivers to watch out for hedgehogs on roads and generally to slow down through the village, and concerns about parking for events at the playing field and village hall.

**Apologies:**

Mike Brown

District Councillor Frank O’Neill

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

None.

**Minutes:**

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

**Matters Arising:**

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| 1 | There had been no reply from County Councillor Tom Garrod as to Norfolk County Council’s plans to mitigate the impact of the dualling of the A47 at North Burlingham. |
| 2 | Ginny and Keith Pitchers had planted the Queen’s Canopy saplings on the playing field and at the entrance to the village hall. |
| 3 | The clerk sent off the Council’s comments on the proposed dualling of the A47 at North Burlingham. |
| 4 | A letter was received from a resident objecting to the decision not to ban learner-drivers from the village hall car park. This was noted. |

**Correspondence:**

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| 1 | It was agreed to give donations of £50 to AgeUK, £225 to the Royal British Legion and £50 to Citizens Advice Bureau. |
| 2 | The clerk was asked to complete the consultation on the National Parks Review and to raise concerns about the lack of public toilets and litter bins in the Broads area. |
| 3 | The Police.uk website listed for August:  1 x Cargate Lane  1 x Chapel Road  1 x Horses Head anti-social  2 x Acle Road  The clerk will contact the Chief Constable to explain how the categorisation of crimes as “violent or sexual” is causing great concern in the village and to ask for changes to be made to the information on the police.uk website. |
| 4 | Consultation on new sites put forward for housing under the Greater Norwich Local Plan has opened. There is only one site put forward under this Call for Sites that is partly within the parish boundaries and that is for land west of Acle Academy, next to South Walsham Road. The councillors agreed to object to this land being used for housing since Upton is stated to be outside the settlement limit, and the current Local Plan states that there is no justification to allow new dwellings in unsustainable locations. It was also agreed that the land next to Acle Academy should be reserved for the construction of a bypass. |
| 5 | Universal Credit is being rolled out in the Broadland area. BDC is taking steps to assist residents with the scheme. |

**Treasurer’s Report:**

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| **Receipts:** | £ |
| Mooring fees | 50.00 |
| Grazing fee – 1 month | 95.33 |
| Football club rent of field | 81.50 |
| HMRC - Vat Refund | 369.79 |
| **Online payments:** |  |
| Diocese of Norwich – allotment rent | 1,401.00 |
| Pauline James – clerk’s fee and exps -October | 133.30 |
| - s.o. | 300.00 |
| Norfolk Pension Fund – November E’ers and E’ees | 148.43 |
| HMRC – PAYE - October | 102.00 |
| Wave (was Anglian Water) | 12.10 |
| Garden Guardian – grasscutting October | 939.00 |
| Acle PC – share of expenses | 20.96 |
| Nicholas Hancox – legal fees | 1,392.00 |
| **Cheques:** |  |
| AgeUk – donation | 50.00 |
| Royal British Legion – donation | 225.00 |
| Citizens Advice Bureau – donation | 50.00 |
| Upton Village Hall – room hire | 144.00 |
| Balance c/f at 1st November 2018 | 167,077.34 |

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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 October’s payments to the relevant bank statements and the clerk’s latest bank reconciliation. The clerk presented a report of Actual v Budget Income and Expenditure for the 8 months to November. This was noted.  The payments were authorised. |

**Planning Results:**

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| 1 | **Mr Leonard-Morgan, Dyke End** – construction of goat & sheep shelter (BA/2018/0351/HOUSEH) – full approval |
| 2 | **Mr & Mrs Hyde, Baronwood, Marsh Road** – two storey rear extension to replace existing conservatory, removal of existing chimney, alteration to front elevation windows and associated alterations (20181378) – full approval |

**Village Hall and Playing Field:**

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| 1 | Nigel Brennan updated the councillors on prices for the proposed CCTV for the Village Hall. It was agreed to consider adding a night-time camera for about £450. |
| 2 | Ginny Pitchers gave a report on forthcoming events; there is a Tea & Talk on Sunday, 11th November. |
| 3 | It was reported that people had parked on the verges in Cargate Lane recently during football matches and an event at the village hall. Members of the village hall committee and the clerk will meet with the football club to discuss how this can be prevented. It was noted that the car park is to be marked out soon and this should make the parking at the car park more efficient. |

**Boat Dyke and Staithe:**

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

**Footpaths, Highways and Land:**

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| 1 | The drain outside Broadlands is blocked and will be reported again to NCC Highways. |

**Gates at Churchyard Entrance:**

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| 1 | The councillors considered some photographs of gates which could be used for the churchyard. Philip Armes told the meeting that he knew of a contractor who might be interested in making the gates and he agreed to speak to this person for ideas of design and costs. |
| 2 | It was agreed to give notice to Hugh Crane Ltd that the land for the cemetery extension would be required soon so that it can be fenced, hedged and seeded. |
| 3 | It was noted that George Taylor would carry out the regular maintenance in the cemetery over the winter months. |

**Any Other Business:**

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| 1 | The next Parish Council Meeting is on Thursday, 6th December at 7.30pm. |
| 2 | There was an enquiry about an old wall between The Green and Boat Dyke Road/ Riverview Drive. |
| 3 | Ginny Pitchers reported that the History Group had photographed a mud lump outhouse before it was demolished by the owner. |