**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,   
7th February 2019 at in the Village Hall at 7.30pm**

**Present:**

Philip Armes (Chairman)

Debbie Durrant (Vice-Chairman)

Nigel Brennan and Anne Whelpton

Also Pauline James (Parish Clerk) and District Councillor Frank O’Neill

There were five members of the public present.

Matters raised included a request for signage to warn motorists of deer in the area.

**Apologies:**

Mike Brown, William Leonard-Morgan and Ginny Pitchers

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

Debbie Durrant informed the meeting that her company had quoted for the solar panel array that is the subject of a planning application.

**Minutes:**

The minutes of the Parish Council meeting held on 3rd January 2019 were agreed to be correct, and were signed by Philip Armes as Chairman of the Parish Council.

**Matters Arising:**None.

**Correspondence:**

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| 1 | There was a request for a grant for a young resident to take part in a Girl Guiding trip to Mexico. It was agreed to use the General Power of Competence to give a grant of £100. |
| 2 | The Police.uk website listed crimes for November:  1 x The Green  1 x Cargate Lane  1 x Cargate Lane  December:  2 x Acle Road  The clerk reported that there have been four burglaries in Acle since just before Christmas. Residents are reminded to leave lights on timers when they go out to make the house look occupied. |
| 3 | The clerk and the chairman have been invited to an event to celebrate the 30th Anniversary of the Broads Authority on Friday, 29th March. |
| 4 | Information was published encouraging residents to apply for a rebate on their water bills if their surface water is collected by soakaways instead of being piped into the mains drains. |
| 5 | The Broadland District Council Tree Warden scheme has ended. A Broadland Tree Warden Network has been set up instead, to share information and advice. It was agreed to ask if anyone wanted to become the village tree warden and to join this new group. |
| 6 | BDC proposes to implement a Public Spaces Protection Order across the whole of its district requiring those in charge of dogs to clear up after them in areas open to the public. The councillors supported this. |
| 7 | Information had been received about Carers Matter Norfolk. |

**Treasurer’s Report:**

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| **Receipts:** | £ |
| VAT refund | 628.58 |
| Football club rent of field | 46.50 |
| NCC – recycling credits | 113.68 |
| **Direct debits:** |  |
| Anglian Water – standing charge at field | 12.10 |
| **Online payments:** |  |
| Pauline James – clerk’s fee and exps | 135.31 |
| - s.o. | 300.00 |
| Norfolk Pension Fund – E’ers and E’ees | 148.43 |
| Acle PC – share of expenses | 31.50 |
| HMRC – PAYE | 102.00 |
| **Cheques for payment:** |  |
| Julie Boram – cleaning bus shelter  Ella Hand – grant | 25.25  100.00 |
| Balance c/f at 7th February 2019 | 169,921.16 |

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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.  Nigel Brennan had checked January’s online payments to the relevant bank statement and the clerk’s recent bank reconciliation. The clerk presented a report of Actual v Budget Income and Expenditure for the 11 months to February. This was noted.  The payments were authorised. |

**Planning:**

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| 1 | **The Lodge, Church Road** – sub-division of curtilage and erection of dwelling and garage (20181487) (amended plans). The councillors objected to the plans as the proposed house is against the policies in the current Local Plan for the district, which says that no new housing should be built in unsustainable countryside and villages. The proposed house is not expected to support the local community and is out-of-keeping with the neighbouring properties. |
| 2 | **Watts Hall, Windle Lane** – installation of a 10.26kw solar PV ground array (20190142). There were no objections to the plans. |
| 3 | **Results from Broadland District Council:**  **23 Boat Dyke** **Road** – single storey side and rear extension (20182014) – full approval. |

**Village Hall and Playing Field:**

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| 1 | The Football Association had raised concerns that there is no shelter for spectators at the field. The councillors did not feel that it would be appropriate or necessary to erect shelters on the field. |
| 2 | Philip Armes offered to speak to Mr & Mrs Burns who currently rent the old school playing field about the idea of using a small part of it for overflow parking for the village hall/ football matches. |
| 3 | CCTV has been installed at the village hall and will be monitored by members of the committee. |

**Boat Dyke and Staithe:**

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| 1 | There has been no correspondence from the Environment Agency about the lease of the moorings. |
| 2 | It was agreed to ask George Taylor to inspect the mooring posts to ensure they are secure before the new season starts. |

**Footpaths, Highways and Land:**

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| 1 | The clerk was asked to contact Highways to request the re-painting of the SLOW signage on the road at the village centre crossroads. |

**Gates at Churchyard Entrance and Extension to the Cemetery:**

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| 1 | It was agreed to order replacement oak gates for the churchyard, costing £2,050. |
| 2 | Nicholas Crane has provided two maps showing the extension of the Parish Council’s cemetery behind the Old Vicarage:  1 – 1963 land given up by Hugh Crane as part of a tenancy agreement, being 71’6” deep, across the width of the churchyard and the vicarage  2 – 1991 conveyance of land by Norwich Union to Hugh Crane Ltd showing that this same piece of land was not part of the land purchased by Hugh Crane Ltd from Norwich Union. |

**Financial Policies:**

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| 1 | The Review of Internal Controls, Review of Internal Audit, Duties of the Responsible Financial Officer, Financial Risk Assessment and the Financial Regulations were considered and adopted without change. |
| 2 | In accordance with the Financial Regulations, the clerk presented a list of direct debits and standing orders made over the year. These were noted and approved. |

**Any Other Business:**

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| 1 | The next Parish Council Meeting is on Thursday, 7th March at 7.30pm. |
| 2 | The clerk has requested additional brackets for the Vehicle Activated Sign for monitoring vehicle speeds. Nigel has received updated software for the processing of the data on vehicle speeds. |

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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 to discuss the registration of the village pond.**

Broadland District Council have agreed to get the land registered, then transfer the land to Upton Parish Council. The Parish Council is to pay their reasonable legal costs. BDC will put on an overage clause in case the land is ever sold at a profit.

This was all agreed and accepted.

There being no further business the meeting was closed at 8.55 pm.

Signed:……………………. 7th March 2019

Chairman