**Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday,
6th June 2019 at in the Village Hall at 7.30pm**

**Present:**

Philip Armes (Chairman)

Debbie Durrant (Vice-Chairman)

Nigel Brennan (also District Councillor), Laura Davey, Ginny Pitchers and Anne Whelpton

Also present: Pauline James (Parish Clerk). There were no members of the public present.

**Apologies:**
Parish councillor William Leonard-Morgan and District Councillor Justine Thomas

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

None.

**Minutes:**

The minutes of the Parish Council meeting held on 16th May 2019 were agreed to be correct, and were signed by Philip Armes as Chairman of the Parish Council.

 **Matters Arising:**

|  |  |
| --- | --- |
| 1 | Fairhaven Primary School sent a letter of thanks for the recent donation. |
| 2 | The new bench for the boat dyke has been ordered. |
| 3 | The Acle Youth Football Club was very disappointed that the Council had asked them to stop using the playing field because of problems with parking at the hall. It was noted that the Football Association had said that the field was not suitable for matches, because of the lack of facilities, but the club had hoped to continue to train on the Upton field. The Club did say that 40 – 50 children trained on the Upton field, and the clerk pointed out that these numbers cause parking issues for people who have booked the village hall for events on Saturdays. It was also noted that the car park is leased by the Parish Council to the Upton Village Hall Group, together with the hall. |
| 4 | The clerk wrote to the owners at The Haven about problems with visibility due to parking outside their house. |
| 5 | Philip Armes reported that he had mended the pump at the pond and he has topped up the water levels in the pond. He will also carry out repairs to the pump cabinet as the hinges are broken. |

**Correspondence:**

|  |  |
| --- | --- |
| 1 | It was agreed to join the Broadland Tree Warden Network, for £25, and to ask them to advertise for a tree warden for the village. |
| 2 | The Council’s insurance has been renewed. |

**Treasurer’s Report:**

|  |  |
| --- | --- |
| **Receipts:** |  £  |
| Mooring fees | 717.05 |
| Mr & Mrs Lubbock – monthly grazing fee | 97.16 |
| **Payments for May:** |  |
| Pauline James – clerk’s fee and exps  | 140.38 |
|  - s.o.  | 300.00 |
| Norfolk Pension Fund – E’ers and E’ees | 154.56 |
| Acle PC – share of expenses | 33.25 |
| HMRC – PAYE  | 104.20 |
| URM – collection of glass | 9.00 |
| Garden Guardian – grasscutting | 971.86 |
| Broadland Tree Warden Network – subs | 25.00 |
| Came & Co – insurance | 650.91 |
| Balance c/f at 6th June 2019 | 199,685.87 |

|  |
| --- |
| The total amount includes a reserve of £76,382 for rent payable to the Environment Agency under the terms of the draft lease, and earmarked reserves for repairs and replacement of assets of £92,205.Ginny Pitchers had checked May’s online payments to the relevant bank statement, and the clerk’s recent bank reconciliation.The clerk presented actual v budget figures for the quarter to June 2019.The payments were authorised.  |

**Planning Decisions by Broadland District Council:**

|  |  |
| --- | --- |
| 1 | **Field View, Cargate Lane** – single storey front and rear extensions (2019055) – full approval. |

**Village Hall and Playing Field:**

|  |  |
| --- | --- |
| 1 | Ginny Pitchers informed the meeting that the village hall would be closing for a week in August for the fitting of a new kitchen. |
| 2 | The recent History Group event was very successful. The group sent their thanks to the Parish Council for paying for the room hire for the event. |

 **Boat Dyke and Staithe:**

|  |  |
| --- | --- |
| 1 | There has been no correspondence from the Environment Agency about the lease of the moorings. |
| 2 | George Taylor has cut back the vegetation around the car park. |
| 3 | The clerk told the councillors that there is one person who is slow paying his mooring fees from 2018. He has been asked to remove his boat from its moorings but it is still there. It was therefore agreed to invoice him for the current season as well as the outstanding amount from 2018. |

 **Footpaths, Highways and Land:**

|  |  |
| --- | --- |
| 1 | Nigel Brennan gave a report on the data collected from the Vehicle Activated Sign (VAS): speeds of 35 – 50 mph were recorded past the village hall. |
| 2 | Speedwatch: Nigel reported that he is hoping to link up with the South Walsham Speedwatch so that volunteers can help out in each other’s village. |
| 3 | The clerk was asked to contact Norfolk County Council to ask them to cut footpath No:5 from the boat dyke to the cinder path, and footpath No: 2 between Prince of Wales Road and the concrete road. |

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

|  |  |
| --- | --- |
| 1 | There was nothing further to report. |

**Any Other Business:**

|  |  |
| --- | --- |
| 1 | It was agreed to obtain a quotation for a formal report on the trees in the churchyard that could then be used to obtain quotes for the work, and for the application for a faculty. |
| 2 | There were concerns raised about the oak tree in Chapel Road. The clerk was asked to contact NCC. |
| 3 | Anne Whelpton told the meeting that David Burton had very kindly cleaned and re-varnished the village sign in the pond, and the benches at the rear of the pond. |
| 4 | The next Parish Council Meeting is on Thursday, 4th July at 7.30pm. |

**Th**ere being no further business the meeting was closed at 8.40pm.

Signed:………………………………………. 4th July 2019

 Chairman