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

**Present:**

Philip Armes (Chairman)

Debbie Durrant (Vice-Chairman)

Laura Davey, William Leonard-Morgan, Ginny Pitchers and Anne Whelpton.

Also present: Pauline James (Parish Clerk)

There were no members of the public present.

District and parish councillor Nigel Brennan sent a report.

**Apologies:**
Nigel Brennan (also District Councillor)

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

None.

**Minutes:**

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

 **Matters Arising:**

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| 1 | The Environment Agency confirmed that groups which arrange a fishing match on the river bank within the parish will be required to notify the Parish Council in advance. |
| 2 | There has been no further correspondence concerning the pond. |

**Correspondence:**

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| 1 | It was agreed that a clothing bank was not needed in the village as there is one at Acle Bridge. |
| 2 | The Information Commissioner confirmed that no action is needed re Brexit if the Council has no contacts with European Economic Area.  |

**Treasurer’s Report:**

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| **Receipts:** |  £  |
| Mooring fees | 134.45 |
| Mr & Mrs Lubbock – monthly grazing fee | 97.16 |
| Hugh Crane Ltd – allotment rent | 1,774.80 |
| HMRC – VAT refund | 449.54 |
| **Payments:** |  |
| Diocese of Norwich – allotment rent SO | 1,401.00 |
| Anglian Water – standing charge field DD | 12.07 |
| Pauline James – clerk’s fee and exps | 143.90 |
| * Standing order
 | 300.00 |
| Norfolk Pension Fund E’ers and E’ees | 154.56 |
| HMRC – PAYE | 104.40 |
| Garden Guardian - grasscutting | 971.85 |
| Acle Parish Council – stationery etc | 16.11 |
| URM – collection of glass | 5.40 |
| George Taylor – maintenance | 337.00 |
| Nigel Brennan – travel to meeting | 24.30 |
| Julie Boram – cleaning bus shelter | 25.25 |
| D Starkings – hedge cutting | 288.00 |
| Simon Aylmer – tree survey | 145.00 |
| CPRE – subs | 36.00 |
| Upton Village Hall – room hire | 192.00 |
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| Balance c/f at 7th November 2019 | 195,840.70 |
| It was agreed to give a donation of £225 to the Royal British Legion’s Poppy Appeal. Ginny Pitchers has collected the wreath and will lay it on behalf of the Parish Council. |
| 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 October’s online payments to the relevant bank statements, and the clerk’s recent bank reconciliation.The clerk presented actual v budget figures for the eight months to November 2019.The payments were authorised.  |

**Planning Matters:**

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|  | BDC Planning enforcement report – large parts of the old boats in Chapel Road have been removed. |

**Village Hall and Playing Field:**

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| 1 | Ginny Pitchers reported on recent maintenance work at the village hall. |
| 2 | The Village Hall Open Day is on Sunday, 17th November. Groups which hire the hall are invited to have a stall at the event. |
| 3 | Ginny reported that several of the saplings recently planted have died. She has planted some new saplings. It was also reported that some golf balls have been found in the adjacent field. The clerk will write a piece for the Mardler asking people not to hit golf balls into the field as there are health concerns if the balls get into the food chain. |

 **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 | Philip Armes inspected the piling on the right-hand side of the boat dyke near to the basin . He met with Martin Dade of Amis Piling to discuss the options. BESL (on behalf of the Environment Agency) will not carry out any repairs as they only left the piling in situ at the request of the Parish Council and local community, so as to provide some temporary moorings for visitors to the village. Councillors felt that the capping was dangerous and repairs were essential. |
| 3 | Correspondence from a boatowner about flooding when there is high water was noted.  |
| 4 | A caravan and trailer had been dumped on the car park for a few days, but had now been removed. |

 **Footpaths, Highways and Land:**

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| 1 | Footpath no:2 between Prince of Wales Road and the concrete road on the marshes has still not been cut. The clerk will contact Norfolk County Council again. |
| 2 | The clerk was asked to contact George Taylor to repair the noticeboard at Southend. |
| 3 | Following the village inspection on 20th October, it was agreed:* George Taylor to cut back the trees overhanging the village car park, trim the paths and vegetation at the pond, cut back the stump on the verge outside the churchyard and cut back the vegetation at the boat dyke car park
* The old shed at the cemetery was removed (it was agreed to make a payment of £50 for this work)
* The relevant family will be contacted about the semi-circular bench at the cemetery
* The earth banked up in the cemetery will be removed
* Keith Pitchers had cleaned one of the benches at the front of the pond
 |
| 4 | The councillors sent their thanks to Jean Ferenczy for her donation of a new bench for the boat dyke. |

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

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| 1 | The clerk had asked Nicholas Crane to level and seed the land for the cemetery extension in the Spring. |
| 2 | Ginny and Keith Pitchers checked the memorials. One grave was found to have sunk and will be relevelled shortly. One headstone wobbles slightly and will be monitored. |
| 3 | Philip Armes reported that work on the new gates should start shortly. |

**Any Other Business:**

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| 1 | There was some discussion whether the bus shelter at Southend should be removed and sold to another parish council. |
| 2 | The councillors were pleased to learn that Janet Southgate had been nominated as a Community Hero with BDC for her work in the community shop and doing the regular litter picking around the village. |
| 3 | It was agreed to add the example of the recent flooding outside the White Horse to the Resilience Plan. |
| 4 | The clerk confirmed that there had been no news about the proposed dualling of the A47 and the designated funding for community projects. |
| 5 | The next Parish Council Meeting is on Thursday, 5th December at 7.30pm.  |

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

Signed:………………………………………. 5th December 2019

 Chairman