# Minutes of the Online Meeting of Upton with Fishley Parish Council held on Monday, 3rd August 2020 at 7.30pm

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 came into effect on 4th April and permit online meetings and suspend the requirements of certain meetings to be held at certain times of the year.

The meeting was therefore held online via Zoom.

## Present:

Philip Armes (Chairman), Debbie Durrant (Vice-Chairman) Ginny Pitchers, William Leonard-Morgan, Anne Whelpton and Nigel Brennan (also District Councillor)

Also present: Pauline James (Parish Clerk)

There was one member of the public present.

Apologies:   
Laura Davey

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

Ginny Pitchers had an interest in a payment to her son, Martin.

## Minutes:

The minutes of the Parish Council meeting held on 2nd July 2020 were agreed to be correct, and will be signed by Philip Armes as Chairman of the Parish Council, and returned to the clerk.

## Clerk’s Report:

1. Play area – the RoSPA inspection has been done. George Taylor will be asked to carry out the repairs. George has repainted the play equipment frames and the barriers on the pathway from the village hall onto the road. The clerk will order new swing seats and chains. Ginny Pitchers reported that the spring on the rear gate has either broken or needs adjusting again.
2. Ginny informed the meeting that a Boot Camp group had started back at the village hall, using the playing field, but with access to the hall for use of the disabled toilet only.
3. BDC sent notification of their review of their Licensing Policy. This was noted.
4. A hand sanitiser station has been installed at the Community Shop by Broadland District Council as part of their Shop With Confidence initiative.  
     
   The clerk has spoken to the Shop to find out if they have any costs linked to resilience work that could be reimbursed from the grant received from the Norfolk Community Foundation.

## Treasurer’s Report:

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| **Receipts:** | £ |
| Mr & Mrs Lubbock – monthly grazing fee | 99.17 |
| Mooring fees | 583.20 |
| Donation towards tree | 20.00 |
| Donation for bench | 583.00 |
| **Payments between meetings:** |  |
| C Miller-Fik – refund of mooring fee | 387.00 |
| Anglian Water – old playing field | 11.85 |
| Orwell Mencap – new bench | 586.10 |
| **Payments:** |  |
| Pauline James – clerk’s fee and exps | 136.10 |
| * Standing order | 300.00 |
| Norfolk Pension Fund E’ers and E’ees | 157.32 |
| HMRC – PAYE | 104.40 |
| Acle PC – share of expenses | 141.07 |
| URM collection of glass | 10.80 |
| Playsafety – RoSPA inspection | 153.60 |
| Martin Pitchers – work at cemetery | 60.00 |
| PKF Littlejohn – external audit | 240.00 |
| Garden Guardian – grasscutting | 1,000.95 |
| Balance c/f at 2nd July 2020 | 203,599.84 |

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| The total amount includes a reserve of £86,565 for rent payable to the Environment Agency under the terms of the draft lease and earmarked reserves for repairs and replacement of assets of £91,428.  The General Fund balance is £25,366.84.  Ginny Pitchers had checked the July online payments to the relevant bank statements and had checked the clerk’s recent bank reconciliation.  The clerk had circulated a report on actual v budget for the five months to August.  The payments were authorised.  Ginny Pitchers reported that the £20 had been received in exchange for the use of an old rotten gate post, and will be used to pay towards the new Prunus Autumnalis that has been planted in the play area, chosen because it is helpful for early pollinators. |

## Planning:

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| 1. A revised prior notification application for a building to be used for storage of hay and straw had been submitted at **Windle Farm, off The Windle**. (20201349). This was noted. |

## Cemetery: Philip Armes reported on difficulties in getting a quote for the fencing of the cemetery extension. It was agreed that quotes would be circulated by email. Philip will supply a gate and two posts.

## Boat Dyke:

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| 1. The work has not yet been done to repair the surface of the car park. It was noted that the car park has been very busy recently so any work would be difficult to do at present. |
| 1. A quote was received from Amis Piling for the Slipway repairs £570.00 + VAT. This was accepted. The old timber will be removed by David Burton at no cost. It was agreed to add repairs to the slipway to the annual budget. |
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## Any Other Business and Items for the Next Agenda:

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| 1. It was noted that footpath 4, from the boat dyke to the cinder path, is very overgrown. This will be reported to NCC again. |
| 1. Speeding in the village continues to be an issue. It was agreed to investigate signage asking drivers to slow down. |
| 1. Philip will switch on the pump at the pond as the water level is low. |
| 1. The next meeting will be on Thursday, 3rd September at 7.30pm. |