# Minutes of the Online Meeting of Upton with Fishley Parish Council held on Thursday, 1st October 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, Laura Davey and Nigel Brennan (also District Councillor)

Also present: Pauline James (Parish Clerk)

There were no members of the public present.

Apologies:
County councillor Fran Whymark

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 3rd September 2020 were agreed to be correct, and will be signed by Philip Armes as Chairman of the Parish Council, and returned to the clerk.

## Matters Arising:

1. The replacement swing seats were purchased and will be fitted shortly.

**Correspondence:**

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| 1. | **Consultation on county council division boundaries:**Upton is currently in the Wroxham division, with **Belaugh, Coltishall, Crostwick, Hemblington, Horstead with Stanninghall, Rackheath, Salhouse, South Walsham, Woodbastwick and Wroxham.****It is proposed to move Upton to the Acle division, which is currently Acle, Beighton, Freethorpe, Halvergate , Lingwood and Burlingham and Reedham, and it is also proposed to add** Cantley, Limpenhoe and Southwood. This is to even up the areas and populations covered by each councillor. There were no objections to the proposal. |
| 2. | **Grant for The Mardler:**It was noted that the magazine’s income has decreased, owing to a decrease both in subscribers and in advertisers. The cost is 86p per issue, but subscribers pay only 45p per issue. It was agreed to give a donation of £100, for now. |
| 3. | **Grant for the Poppy Appeal:**The wreath has been ordered. Ginny Pitchers will lay the wreath on behalf of the Parish Council. It was agreed to give a donation of £225 to the Poppy Appeal. |
| 4. | **Consultation on the Government’s Planning White Paper:**1. The aim is to simplify and speed up the planning process.2. New district council Local Plans will be needed, taking less than 30 months to produce, that will allocate all land into Growth, Renewal and Protected areas. 3. Once land is in the Growth area, any proposal that is put forward, that meets Government guidelines, will automatically be approved, without any further consultation of district councils, parish councils or neighbours. The CPRE's view is that, since most people only get involved in the planning process when their neighbours want to build an extension, this will mean that local people will have next to no input into Local Plans.4. S106 agreements and Community Infrastructure Levy will be amalgamated into a new Community Levy, but there are no details yet as to whether parish councils will receive any of this money and if they do, whether those with a Neighbourhood Plan will receive 25% instead of 15%.5. The CPRE says there has not been enough pressure to ensure existing sites are built-out before other sites are designated for housing.6.There is little detail yet as to what land will be Protected, other than saying that if it is not Growth land, or Renewal Land, then it is Protected land. This will therefore depend on how much land is included in the Growth zones.7. There is a proposal that [First Homes](https://www.housing.org.uk/resources/first-homes--our-consultation-response/) should make up a minimum of 25% of affordable housing secured through Section 106, with this requirement carried through to the new levy.8. It is also proposed to increase the threshold which would trigger a requirement for a developer to provide some affordable homes from 10 homes to 40 or 50 homes. This would mean that many developments in the Broadland area would not result in any affordable homes.9. A greater emphasis would be placed on everything being online. There is concern that many people are not comfortable online, or do not have any access to the internet, which would make the process less democratic.The councillors noted these points and expressed their concern at the points raised. The clerk was asked to reply to the consultation and to express these concerns. |
| 5. | The clerk had attended an online meeting with Highways England about the dualling of the A47 at North Burlingham. They had confirmed that none of the parishes alongside the A47 had been successful in their applications for a share of designated funds, that had been put forward as being for community projects.Their latest leaflet was not delivered to Upton households as it is outside their area for consultation. Upon request, they had sent 300 copies to the clerk and Ginny kindly offered to arrange to get these delivered within the village. |

**Treasurer’s Report:**

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| **Receipts:** |  £  |
| Mr & Mrs Lubbock – monthly grazing fee | 99.17 |
| Mooring fees | 198.71 |
| Memorial fee | 100.00 |
| BDC – second half precept | 4,565.00 |
| **Payments between meetings:** |  |
| Fenland Leisure – swing seats and chains | 454.08 |
| **Payments:** |  |
| Pauline James – clerk’s fee and exps | 164.54 |
| * Standing order
 | 300.00 |
| Norfolk Pension Fund E’ers and E’ees | 165.91 |
| HMRC – PAYE | 110.00 |
| Acle PC – share of expenses | 21.83 |
| CPRE – subscription | 36.00 |
| URM – collection of glass for recycling | 7.20 |
| SJB Safety Solutions – H&S inspection | 125.00 |
| Garden Guardian – grasscutting | 1,000.95 |
| Balance c/f at 3rd September 2020 | 203,541.19  |

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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 £25,548.19.A late invoice from George Taylor, for £593.00, for various works around the village was noted and accepted for payment.Ginny Pitchers had checked the September 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 seven months to October. There were no questions on the report.The payments were authorised. It was agreed to give a payment of £25 to Mr & Mrs Wallis-Gare for the electricity used over the Summer for the pump at the pond.The clerk will invoice Nicholas Crane for year’s rental of the Sandhole allotment. |

## Planning:

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| None. |

## Cemetery and Churchyard:

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| 1. | Philip Armes bought the grass seed and gave it to Nicholas Crane for sowing in the new extension. |
| 2. | The clerk reported that she had been working with the History Group who are compiling a digitised list of burials and interments of ashes in the Parish Council’s cemetery, from the formal Burials Register and the Parish Council’s files. The History Group has also drawn a useful layout diagram of the cemetery, numbered to agree to the list of burial plots so that people can more easily be directed to any grave that they are interested in.There had been some correspondence about the recording of interments of ashes. Interments of ashes are not usually listed in the Burials Register, apart from when ashes are added to an existing grave space, when the name of the deceased person is written alongside the record of the person who was originally buried in that space.The Council’s paper files, however, do contain details of the interments of ashes. The clerk issues an invoice for the interment, which has details of the name and address of the person who was cremated, the next of kin and the planned date of interment. The cremation certificate is also kept, which has details of the person’s age and date of death.This was all noted. |
| 3. | Ginny offered to look into the question of whether or not it would be necessary or appropriate to consecrate land in the cemetery extension.  |

## Boat Dyke:

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| 1. | The annual H & S inspection of the boat dyke, staithe and pond had been completed by SJB Solutions. |

## Any Other Business and Items for the Next Agenda:

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| 1. | The clerk explained that she had worked about 30 hours more than her contracted hours of 7.25 per week, since 1st January, despite having taken 25 hours as time off in lieu of overtime, in August. This was noted. |
| 2. | The councillors arranged for the annual walkabout to take place on Sunday, 11th October. |
| 3. | The next meeting will be on Thursday, 5th November at 7.30pm by Zoom. |