# Minutes of the Online Meeting of Upton with Fishley Parish Council held on Thursday, 5th November 2020 at 8.00pm (postponed from 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 Laura Davey

Nigel Brennan (also District Councillor) joined the meeting at 8.30

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 1st October 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. George Taylor has been given a list of repairs to do and the bench to fix at the boat dyke.
2. The Marshland Mardler sent their thanks for the proposed donation of £100 towards their running costs.
3. Ginny Pitchers was awaiting revised plans for the forthcoming Remembrance Service, following the introduction of a new lockdown. She had set up a display of poppies in the window of the village hall.
4. The clerk has taken some time off in lieu of overtime.

**Correspondence:**

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| 1. | **The Shelroy Trust rang to say they would not longer be delivering food hampers at Christmas. It was agreed to consider a Christmas gift for some local families.** |
| 2. | The clerk had contacted Fairhaven Primary School over half-term and they asked for a food parcel for one local family. The clerk has delivered a couple of bags of food to the school for them to pass on to the family, using the grant monies from Norfolk Community Foundation.  Details of NCC’s Norfolk Assistance Scheme and BDC’s Help Hub have been advertised on Facebook and sent to the Mardler and to local schools to pass on to residents. |
| 3. | Acle & District Men’s Shed has asked for a donation. This will be on the agenda for the next meeting. |
| 4. | The grasscutters broke a headstone in the churchyard. The parish council will pay the repair costs and then be reimbursed by the grasscutting firm. This was noted. |
| 5. | Nigel Brennan had sent an article on Floating Pennywort, an invasive species. Ginny reported that it is not yet believed to be prevalent in the area. |

**Treasurer’s Report:**

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| **Receipts:** | £ |
| Mr & Mrs Lubbock – monthly grazing fee | 99.17 |
| Mooring fees | 198.71 |
| Memorial fee | 325.00 |
| Hugh Crane Ltd – allotment fee | 1,810.00 |
| HMRC – VAT refund | 686.37 |
| BDC – CIL monies | 706.16 |
| **Payments between meetings:** |  |
| Diocese of Norwich – allotment rent SO | 1,401.00 |
| Anglian Water – DD | 11.97 |
| **Payments:** |  |
| Pauline James – clerk’s fee and exps | 176.68 |
| * Standing order | 300.00 |
| Norfolk Pension Fund E’ers and E’ees | 161.62 |
| HMRC – PAYE | 107.20 |
| Broadland DC – collection of bin at churchyard | 204.20 |
| Poppy Appeal | 225.00 |
| Marshland Mardler | 100.00 |
| Garden Guardian – grasscutting | 1,000.95 |
| Balance c/f at 5th November 2020 | 202,984.98 |

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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 £24,991.98  Ginny Pitchers had checked the October online payments to the relevant bank statements and had checked the clerk’s recent bank reconciliation dated 3rd November.  The clerk had circulated a report on actual v budget for the eight months to November. There were no questions on the report.  The payments were authorised. |

## Planning:

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| There was some discussion about the development at The Hollies. |

## Cemetery and Churchyard:

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| 1. | Philip Armes had inspected the cemetery extension. The land needs to dry out before the grass seed can be sown. |
| 2. | Ginny had done some investigations into whether or not land in civic cemeteries should be consecrated; it is generally accepted that land will be consecrated but that it is a requirement to leave some land unconsecrated for those of non-Christian religions or for those without a religion. |

## Boat Dyke:

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| 1. | This item was moved to the end of the meeting. |
| 2. | The clerk reported the oil in the basin to the Environment Agency who, in turn, said they would report it to the Broads Authority. The boat now has a floating barrier around it. |
| 3. | Philip Armes will remind Nicholas Crane about the repairs to the car park. |

## Walkabout:

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| 1. | The clerk presented a list or work following the recent “walkabout” and inspection in the village. George Taylor has been asked to carry out most of the work. |

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

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| 1. | It was reported that some ash had been dumped on the BOAT10, (byway open to all traffic), between Hanging Hill and Flowerdew Lane., and believed to contain glass and sharp metal. This will be reported to Broadland DC. |
| 2. | Footpaths 2 and 10 will be reported for cutting again, as they are nearly unpassable. |
| 3. | The next meeting will be on Thursday, 3rd December at 7.30pm by Zoom. |