# Minutes of the Online Meeting of Upton with Fishley Parish Council held on Thursday, 4th February 2021 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, Laura Davey and Anne Whelpton

Nigel Brennan (also District Councillor)

Also present: Pauline James (Parish Clerk)

Apologies:
William Leonard-Morgan

County councillor Fran Whymark sent a report which has been published online.

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

## None.

## Minutes:

The minutes of the Parish Council meeting held on 7th January 2021 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. | MP Jerome Mayhew will attend Acle Parish Council’s meeting on 22nd February. Residents are invited to join the meeting to raise local issues with Mr Mayhew. |
| 2. | The drain outside Broadlands was cleared out by Norfolk County Council, but has flooded again since. It has been re-reported to NCC. |

 **Correspondence:**

|  |  |
| --- | --- |
| 1. | The consultation has opened on the latest stage of the Greater Norwich Local Plan. No housing is allocated to Upton. A site west of Acle has been allocated for 340 homes, with a link road between South Walsham Road and Norwich Road. This was noted. |
| 2. | The clerk advised the Council that there had been some publicity about the Armed Forces Covenant, which every district council has already signed up to. It was agreed that the Parish Council would be unlikely to be able to assist with this. |
| 3. | Details of the invasive Floating Pennywort will be advertised locally to alert residents. |
| 4. | A resident has reported the presence of rats at the pond, possibly attracted by food left for the moorhens. It was agreed to monitor the situation. |
| 5. | The plans for the dualling of the A47 at North Burlingham have been submitted to the Planning Inspectorate by Highways England. If approved, work is expected to start in Spring 2022. |

**Treasurer’s Report:**

|  |  |
| --- | --- |
| **Receipts:** |  £  |
| Mr & Mrs Lubbock – monthly grazing fee | 101.35 |
| Mooring fees | 198.71 |
| HMRC – refund of VAT | 386.85 |
| Upton Village Hall – refund of booking fees | 84.00 |
| **Payments between meetings:** |  |
| Anglian Water DD – old playing field water standing charge | 11.97 |
| **Payments:** |  |
| Pauline James – clerk’s fee and exps | 194.26 |
| * Standing order
 | 300.00 |
| Norfolk Pension Fund E’ers and E’ees | 161.62 |
| HMRC – PAYE | 107.20 |
| Julie Boram – cleaning bus shelter and noticeboard | 26.00 |
| Balance c/f at 4th February 2021 | 200,000.98 |

|  |
| --- |
| 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 £22,007.98.Ginny Pitchers had checked the January online payments to the relevant bank statement and the clerk’s recent bank reconciliation. The clerk presented actual v budget figures for the 11 months. There were no questions on this.The payments were authorised.  |

## Planning:

|  |
| --- |
| **Decisions by Broadland District Council:****Pond House, 53 The Green** – replacement of existing rear conservatory and side entrance porch with rear and side single storey extension (20202251) – full approval. |

## Cemetery and Churchyard:

|  |  |
| --- | --- |
| 1. | Philip Armes reported that the new gates for the churchyard will be made and fitted by AA Joinery, for £2,496 + VAT. It was agreed to purchase treated softwood posts, rather than pay for more expensive oak posts. |

## Boat Dyke:

|  |  |
| --- | --- |
| 1. | Nicholas Crane has confirmed that he will spread the grit across the car park at the boat dyke. |
| 2. | George Taylor will be asked to repair the damaged edging to the parking spaces. |

## Pond

|  |  |
| --- | --- |
| 1. | It was agreed that the clerk will contact BDC to confirm that the Parish Council is willing to pay BDC’s legal costs for the transfer of the pond to the Parish Council. No progress appears to have been made with this since it was last raised, in early 2019. |
| 2. | George Taylor will be asked to plant the new tree, provided by Anne Whelpton. |

**Village hall and car park:**

|  |  |
| --- | --- |
| 1. | Ginny Pitchers reported that the hall has been booked for an essential first aid courses, having checked all the requirements. |

**Review of Policies:**

|  |  |
| --- | --- |
| 1. | The Review of Internal Controls, the Review of Internal Audit, the Financial Standing Orders, the Risk Assessment and the Duties of the Responsible Financial Officer were all agreed and adopted. |

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

|  |  |
| --- | --- |
| 1. | It was agreed that the clerk should write to the MP asking him to support the extension of the law that permits online meetings as it was felt this would permit flexibility for future meetings. |
| 2. | It was agreed to hold the Annual Parish Meeting online, on Thursday, 6th May, before the Annual Parish Council Meeting. This is also the date of the proposed county council and police commissioner elections. |
| 3. | Some more flytipping will be reported to BDC. |
| 4. | It was noticed that a mobile post office van visits South Walsham regularly. It was questioned why the van does not visit Upton. The clerk will try to contact the Post Office. |

|  |  |
| --- | --- |
| 5. | The next meeting will be on Thursday, 4th March at 7.30pm via Zoom. |

There being no further business the meeting was closed 8.40pm

Signed:………………………………………. Dated:………………………………..

 Chairman