# Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 3rd June 2021 at 7.30pm in the Village Hall

## Present:

Philip Armes (Chairman) and Debbie Durrant (Vice-Chairman)

Ginny Pitchers and Laura Davey

Also present: Pauline James (Parish Clerk) and one member of the public.

Matters raised include the wildlife areas at the churchyard.

Apologies:   
Parish councillors Nigel Brennan (also District Councillor) and William Leonard-Morgan

County councillor Fran Whymark

Anne Whelpton has resigned as councillor. She had been on the Council for many years, and supported the Council in its work for many more years before that. The councillors sent their thanks to Anne.

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

## None.

## Minutes:

The minutes of the Parish Council meeting held on 6th May 2021 were agreed to be correct, and were signed by Philip Armes as Chairman of the Parish Council.

**Matters Arising:**

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| 1. | Foxy Lodge had sent their thanks for the recent donation. |
| 2. | The Annual Return for the year to 31.3.2021 has been sent to the external auditors. |

**Correspondence:**

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| 1. | Norfolk County Council has announced that rubbish collected as part of village litter picking can now be taken to the local recycling centre, if pre-booked. |

**Treasurer’s Report:**

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| **Receipts:** | | £ |
| Mr & Mrs Lubbock – monthly grazing fee | | 101.35 |
| Mooring fees | | 1,994.51 |
| NCC – verges payment | | 160.86 |
| Donation for bench | | 600.00 |
| **Payments:** | |  |
| HMRC – VAT payment | | 4,429.56 |
| Pauline James – clerk’s fee and exps | | 148.30 |
| Reimb. Julie Boram – bus shelter | | 26.00 |
| Standing order | | 300.00 |
| Norfolk Pension Fund - E’ers and E’ees | | 164.45 |
| HMRC – PAYE | | 107.20 |
| URM – recycling costs | | 10.80 |
| Garden Guardian – grasscutting | | 1,021.05 |
| Acle PC – share of costs | | 43.45 |
| Balance c/f at 3rd June 2021 | | 227,859.08 |
| Ginny Pitchers had checked the May online payments to the relevant bank statement and the clerk’s bank reconciliation dated 2nd June 2021. The clerk had circulated a report of actual v budget for the first 3 months. The payments were approved.  Earmarked reserves are £104,486, the reserve for the Environment Agency is £96,748.  General monies are therefore £26,625.  Laura Davey was appointed as a bank signatory. Current signatories are Philip Armes and Debbie Durrant. Anne Whelpton will be removed from the mandate. | | | |
| Planning: | | | | |
| Results from Broadland District Council: | | | | |
| 1. | The Hollies, Boat Dyke Road – non-material amendment of 20191070 – including bi-fold doors – agreed. | | | |
| 2. | The Lodge, Church Road - annexe ancillary to main house (20210619) – full approval. The applicants had confirmed that the annexe is to be used by family members. | | | |

## Cemetery and Churchyard:

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| 1. | The grass seed has germinated in the cemetery extension. A new fence will be erected in the Autumn and a hedge planted. |
| 2. | Philip reported that the replacement gates are ready to be fitted. He is trying to find someone to fit the replacement gateposts. |

## Boat Dyke:

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| 1. | Several trees at the car park have not come into leaf so will be removed. Philip offered to ask Ian Hilton to remove these trees and to reduce the height of some of the other trees in the car park. |
| 2. | There was some discussion about whether to prioritise residents when allocating moorings. It was noted that all Upton residents do benefit from the moorings as the precept is greatly reduced by the income from the moorings. The allocation of mooring spaces depends on the length of the space available and the length of boats on the waiting list. It was agreed not to change the waiting list system at this time. |
| 3. | The new bench in memory of Deborah Chaplen has been ordered. Mr Chaplen has given a donation to the Parish Council towards the cost. |

## Pond

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| 1. | The clerk had contacted Broadland District Council for an update on the transfer of the land at the pond to the Parish Council. BDC have decided that they are not interested in registering the land. The clerk has requested that they write a letter saying that, if they have a claim, they renounce it in favour of UPC, to support the Parish Council’s application to register the land.  The Land Registry stated they will close the case, because of the lack of progress. The clerk has requested an extension of time, and has explained that BDC are about to write a letter to support the application. |

**Village hall and car park:**

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| 1. | Ginny Pitchers reported that the Parish Council’s meeting was the first group to meet back in the hall. She is taking bookings for new events. |
| 2. | Ginny is resigning from the village hall committee at the AGM later this month. |
| 3. | Two swift boxes have been ordered for the hall. |

## Tree Planting:

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| 1. | Various sites were discussed for planting new trees. It was agreed that it would be better to buy larger, older trees. The planting of a couple of trees in the play area was discussed, so as to provide some shade. A wooden shade structure will also be considered. |

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

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| 1. | It was noted that some land in the village is being used by several residents to keep chickens. |
| 2. | The councillors agreed to consider any footpaths that could be registered as public footpaths. |
| 3. | The next meeting will be on Thursday, 1st July at 7.30pm, in the village hall. |

There being no further business the meeting was closed at 8.40 pm

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