# Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 4th November 2021 at 7.30pm in the Village Hall

## Present:

Philip Armes (Chairman)

Ginny Pitchers, Lee Smith and Nigel Brennan (also District Councillor)

Also present: Pauline James (Parish Clerk)

There were two members of the public present. Matters raised included the allotment at Westfield and the new grasscutting machine for the footpaths.

Apologies:   
Debbie Durrant (Vice-Chairman), Laura Davey and William Leonard-Morgan

County councillor Fran Whymark, who sent a short report.

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

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

Nigel Brennan, as a district councillor, took no part in the discussions about the planning applications so as to remain impartial.

## Minutes:

The minutes of the Parish Council meeting held on 7th October 2021 were agreed to be correct, and were signed by Philip Armes as Chairman of the Parish Council, with one amendment about the Bure Conservation Trust volunteers.

**Matters Arising:**

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| 1. | The clerk has asked Norfolk County Council for a quote for a pair of white “gateways” for the approach to Southend to encourage drivers to stick to the 30mph speed limit.NCC have agreed to install two “pedestrians in road” signs on the approaches to the bend in Boat Dyke Road, at the junction with Back Lane. |
| 2. | The Highway Development Management Officer re-visited the village to consider the proposed new access at Cranleigh House and reported that visibility for a vehicle wishing to turn right into the access is severely restricted (to approximately 20m with the minimum requirement being that 90m sightlines are available (Design Manual for Roads & Bridges (DoT)) by vegetation growing on the southern side of the adjacent bend in the carriageway. The officer is now insisting that the existing access must be used for the proposed annexe. |
| 3. | The memorial plaque for community support during the pandemic has been delivered. |
| 4. | The clerk has chased up the repairs to the Langham/ Dove memorial, which should be completed shortly, and reinstated in the churchyard. |
| 5. | The 2019 Tree Survey had noted that the Cypress tree in the churchyard was leaning at 70 degrees and recommended that the lower branches be removed. |
| 6. | Mr Alexander confirmed that he is now in a position to be able to work on the allotment more, and he welcomes the opportunity to be able to do this. |
| 7. | There have been no applications for the old playing field. The land will continue to be advertised. |

**Correspondence:**

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| None. |  |

**Treasurer’s Report:**

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| **Receipts:** | | £ |
| Mr Alexander – allotment fee | | 10.50 |
| Hugh Crane Ltd – allotment fee | | 1,846.00 |
| Mooring fees | | 330.42 |
| BDC – second half precept | | 4,565.00 |
| Burial and memorial fees | | 485.00 |
| Donation for memorial bench at churchyard | | 584.00 |
| HMRC – VAT refund | | 495.99 |
| **November payments:** | |  |
| Pauline James – clerk’s fee and exps | | 153.85 |
| Standing order | | 300.00 |
| Norfolk Pension Fund - E’ers and E’ees | | 164.45 |
| HMRC – PAYE | | 107.20 |
| Garden Guardian – grasscutting | | 1,021.05 |
| Acle PC – share of expenses | | 40.40 |
| D Starkings – hedgecutting | | 288.00 |
| SJB Safety – H&S inspection | | 120.00 |
| Julie Boram – cleaning bus shelter and board | | 26.00 |
| A A Joinery – gates at churchyard | | 3,127.92 |
| Martin Pitchers – strimming | | 75.00 |
| Balance c/f at 4th November 2021 | | 222,045.03 |
| Ginny Pitchers had checked the October online payments to the relevant bank statement and the clerk’s bank reconciliation dated 2nd November 2021. The clerk had circulated a report of actual v budget for the first 8 months, and the invoices for payment. The payments were approved.  Earmarked reserves are £104,486, the reserve for the Environment Agency is £96,748.  General monies are therefore £20,811.  It was further agreed to pay £25 to Mr & Mrs Wallis-Gare for electricity for the pump at the pond, £225 for the Poppy Appeal, £50 to Foxy Lodge and £10 to BADCOG. The payment to Ben Burgess for the new mower was agreed, at £8,874.00. | | | |
| Planning: | | | |
| 1. | Land adj 39 Church Road – residential development of 4 dwellings (outline) (20211760) The clerk asked District Councillor Nigel Brennan to call it in to a committee meeting if the officer is minded to approve the application.  CPRE have submitted a lengthy objection following the advertisement of the application in the local press.  It was agreed to object to the plans:   * There is no allocation for housing in Upton in the current Local Plan and this application does not meet any objectives for housing in the countryside in the current Plan. * The emerging Local Plan allows for windfall sites. However, if up to 5 houses are to be permitted over the lifetime of the plan, it would be unfair to allocate 4 of these possible 5 houses to one site. * The site is not sustainable - there is no public transport to employment, no safe pedestrian access to the village shop, the village play area or the Church, or to walks and public footpaths. This does not meet requirements of the NPPF, as this would not encourage walking, without using a car. * The NPPF requires new housing to be located "where it will enhance or maintain the vitality of rural communities." These houses will contribute nothing to the vitality of the village. The occupants would just get in their cars to drive to Acle. * The indicative layout for the houses is out of keeping - the adjacent houses in Southend all face onto the road; this has 3 houses behind the front one. * There are significant highways safety concerns. The access is close to a bad bend, where there have been several accidents. Traffic tends to drive above the speed limit at this location. * Plot 1 in the indicative plan shows that part of the house would be in front of the housing line for adjacent properties, which all have good-sized front gardens. This would impact the street scene. * Given that it would be unsafe to park on the highway, there is inadequate parking shown onsite on the indicative plan, for visitors/tradespeople to plots 2 and 3. * The plans show the driveway to be constructed to suit a refuse lorry but, on many modern sites, the lorries will not access private driveways so they would have to park up on the road, at the entrance, emptying 4 - 8 bins at a time, near to a dangerous bend. | | |
| 2. | The White Horse – retrospective permission for erection of outdoor seating pods due to Covid-19 restrictions (20211990). It was agreed to support this application. | | |
| Decisions by Broadland District Council: | | | |
| 1. | 3 Chapel Road – replacement of existing shallow pitch roof and flat roof with new attic roof with rooms within and pitched dormers, general dwelling refurbishment (20211737) – full approval. | | |
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| The confidential enforcement report from BDC was shared with the councillors. | | | |

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| Hiring out the grasscutting machine: | |
| 1. | South Walsham Parish Council would like to hire the machine, to be used by an approved contractor to cut some of the paths in the village. The councillors supported this in principle. The clerk will send them details of the machine, for consideration. |

## Cemetery and Churchyard:

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| 1. | The Diocese of Norwich has agreed to prepare a Transfer for the civil cemetery, which had been registered by them, in error, in 2012. It was agreed that a solicitor may be asked to check the Transfer, if required. |
| 2. | The memorial bench for Molly Oakes will require an Archdeacon’s Approval. Lee Smith has offered to complete the application. |

## Boat Dyke:

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| 1. | There has been no reply from the person who has not paid their mooring fee. The clerk will pursue the debt. |
| 2. | Sheila Blowers did the Health & Safety inspection of the boat dyke and pond. |

**Pond:**

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| 1. | Nothing further to report. |

**Boat Dyke Road Pond:**

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| 1. | Ginny Pitchers suggested that it might be a good idea for the Parish Council to register the land at the small pond in Boat Dyke Road. It was agreed to look into this.  It was agreed to ask George Taylor if he would replace the low wooden fencing at the pond. |

**Jubilee in 2022:**

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| 1. | The Whitsun bank holiday will move from 30th May to Thursday, 2nd June and there will be an extra bank holiday on Friday, 3rd June, with events planned over the weekend to mark the Queen’s Platinum Jubilee.  Ginny will contact the Village Hall Committee to find out if any events are planned. |

**Village hall, car park and playing field:**

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| 1. | Martin Pitchers has cleared brambles and ivy around the car park. |

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

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| 1. | Philip Armes offered to take a look at the nettles on the allotment land to see if some could be cleared. |
| 2. | The next meeting will be on Thursday, 2nd December at 7.30pm, in the village hall. |

There being no further business the meeting was closed at 20.45 pm

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