# Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 2nd December 2021 at 7.30pm in the Village Hall

## Present:

Philip Armes (Chairman)

Debbie Durrant (Vice-Chairman)

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

Also present: Pauline James (Parish Clerk)

There was one member of the public present. Matters raised included a recent planning application.

Apologies:   
William Leonard-Morgan

County councillor Fran Whymark, who sent a short report.

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

Nigel Brennan, as a district councillor, took no part in the discussions about the planning applications so as to remain impartial. Ginny Pitchers had an interest in a payment to her son.  
  
**Minutes:**The minutes of the Parish Council meeting held on 4th November 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. | The memorial plaque recognising community support during the pandemic has been put up at the community shop. |
| 2. | The Langham/ Dove memorial, which was damaged by the grasscutting contractor, has been reinstated in the churchyard. The contractor has paid the cost in full. |
| 3. | There is little evidence yet of work to reinstate the allotment. Philip Armes has cut the grass around the trees at the Westfield end of the playing field. |
| 4. | There have been no applications for grazing at the old playing field. |
| 5. | Various documents had been circulated about the possible ownership of the pond in Boat Dyke Road, known as Blake’s Pit. It was agreed, for now, to carry out a little maintenance. The clerk will contact George Taylor to ask him to repair the fence along the verge. |
| 6. | The Council’s insurers issued a motor insurance policy for the mower/cutter, for when it is on the highway. This only covers the Council’s employees, or volunteers. |
| 7. | It was reported that a revised planning application is expected for the pods at the White Horse. |

**Correspondence:**

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| 1. | The councillors expressed concern about a recent social media post from Acle Medical Centre saying that there were very few appointments available, and stating that the surgery is not, and never had been, an emergency service. The clerk was asked to contact the Surgery to express the Council’s concerns and to ask about their plans to deal with the expansion in housing in Acle. |

**Treasurer’s Report:**

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| **Receipts:** | | £ |
| Mooring fees | | 186.00 |
| Garden Guardian – reimbursement cost of repair | | 708.00 |
| **Payments between meetings:** | |  |
| Ben Burgess – mower | | 8,874.00 |
| Foxy Lodge – donation | | 50.00 |
| BADCOG – subscription | | 10.00 |
| Poppy Appeal – donation | | 225.00 |
| Gallagher – motor insurance for mower | | 131.66 |
| **December payments:** | |  |
| Pauline James – clerk’s fee and exps | | 176.88 |
| Standing order | | 300.00 |
| Norfolk Pension Fund - E’ers and E’ees | | 164.45 |
| HMRC – PAYE | | 107.00 |
| Mills & Reeve – legal fees re pond | | 2,414.40 |
| Abbey Memorials – repair to memorial | | 708.00 |
| Genesis/Orwell Mencap – new bench | | 622.00 |
| Martin Pitchers – treeworks at the churchyard | | 240.00 |
| Balance c/f as at 2nd December 2021 | | 208,843.59 |
| Ginny Pitchers had checked the November online payments to the relevant bank statement and the clerk’s reconciliation, dated 2nd December 2021. The clerk had circulated a report of actual v budget for the first 9 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 £7,609.59. | | | |
| Planning: | | | |
| 1. | **4, Westfield** – single storey side and rear extension (20212063). There were no objections to the plans. | | |

## Cemetery and Churchyard:

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| 1. | A report had been received from Norfolk Wildlife Trust. It is recommended that the grass cuttings be removed so as not to increase the nutrients in the soil. |
| 2. | Lee Smith will contact the Bure Valley Conservation Volunteers to ask if they might help with the churchyard. |

## Boat Dyke:

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| 1. | Some mooring posts were ripped out during the storm. The clerk has asked George Taylor to try to re-fix them. George has also been asked to fell a couple of trees at the picnic area which are leaning towards the open space. |

**Pond:**

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| 1. | Nothing further to report. |

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

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| 1. | Ginny Pitchers reported on the forthcoming Christmas event, on 5th December. |
| 2. | Taverham brass band has been booked for an event for the Jubilee weekend in June 2022. |
| 3. | It was agreed that Martin Pitchers should cut the grass in the play area over the winter if required. |

## Highways:

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| 1. | There was some discussion about blocked drains at The Green and at Horses Head, which have been reported to NCC Highways on several occasions. |
| 2. | There was also a complaint about heavy lorries passing Southend too fast. |

**Budget and Precept:**

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| 1. | The clerk presented a draft budget for 2022-23. It was agreed to increase the precept by £1 per Band D household, £259, to £9,389. It was also agreed to increase mooring fees to £22/ft, (£72.18/m). This results in a predicted surplus of £1,184 for 21/22 and of £819 for 22/23, after transfers to earmarked reserves. Budgeted earmarked reserves total £117,951 as at 31.3.2023. |
| 2. | The clerk’s salary includes a possible salary increase of 2.5%; the increase is currently being debated by the National Employers and the unions, and will be back-dated to 1st April 2021. This was noted. |

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

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| 1. | The next meeting will be on Thursday, 6th January at 7.30pm, in the village hall. |

There being no further business the meeting was closed at 9.25pm

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