# Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 6th October 2022 in the Village Hall at 7.30pm

## Present:

Philip Armes (Chairman)

Debbie Durrant (Vice-Chairman)

Nigel Brennan (also District Councillor), Laura Davey, William Leonard-Morgan,

Ginny Pitchers and Lee Smith

Also present: Pauline James (Parish Clerk)

There were two members of the public present.

County Councillor Fran Whymark gave a report: Warm Spaces grants available from the Norfolk Community Forum and from Broadland District Council, Government grants for bus transport and Broads Authority consultations on their Local Plan and Design Guide. Fran was asked about improving access to GP appointments, helping people get access to foodbanks and advertising social prescribers, known as community connectors.

District Councillor Nigel Brennan gave a report: the starting of the kerbside food waste collections and the purchase of the Horizon building for the joint council’s accommodation.

Apologies:

None.

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

None.  
  
**Minutes:**  
The minutes of the Parish Council meeting held on 1st September 2022 were agreed to be correct, and were signed by Philip Armes as Chairman of the Parish Council.

**Matters Arising:**

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| 1. | Martin Pitchers will plant some daffodil bulbs at the junction of Church Road and Acle Road. |
| 2. | NCC have said yes to two gateways at the entrance to the village, at Southend, and suggested one gateway at Cargate Lane. The clerk will apply for NCC Parish Partnership funding. |
| 3. | It was confirmed that the new oak tree will be planted in the South-East corner of the new cemetery. |

**Correspondence:**

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| 1. | The Local Government Authority has produced a Model Code of Conduct for all levels of government. This will be on the agenda for the next meeting for adoption. |
| 2. | The Broads Authority sent notice of the consultation on the Review of the Local Plan:  **Local Plan Issues and Options and call for sites**  This is the first stage of the review of the adopted Local Plan. It does not include policies, but asks for comments on some topic areas and potential options. It is a call for sites for residential dwellings (Broads-wide), residential moorings (Broads-wide), residential caravans (Great Yarmouth Borough only), Gypsy and Traveller sites (Great Yarmouth Borough only) and local green space (Broads-wide).  The consultation runs to 4pm on 9 December 2022.  The clerk asked councillors to consider question 5 for the next meeting: What do you think of your part of the Broads?  a) What aspects of your town, village or parish or part of the Broads are particularly important and valued by residents?  b) Are there any features or areas in your part of the Broads that you would like to see altered or improved?  c) Are there any other issues that affect your community/your part of the Broads that you would like to be considered in the preparation of the new Local Plan?  d) What changes do you expect to see over the next twenty years in your part of the Broads that the Local Plan may need to cater for?  e) Are there any areas of previously developed land that are currently unused within the Broads’ part of your town or village? If so, please identify the location and tell us what your preferences would be for these areas in the future.  f) What kind of development, if any, do you think your part of the Broads would benefit from?  **Design Guide** The Broads Authority says that this will help anyone submitting planning applications for new development so they have a clearer idea at an early stage what is likely to be acceptable in the Broads. It should help to ensure that it relates well to its surroundings and enhances the Broads with development that is sustainable, increases biodiversity, improves accessibility and contributes to the local area. |
| 3. | Mills & Reeve have sent confirmation that the Parish Council’s right of way along the track to the old playing field has been recorded on the new owner’s Land Registry document. |
| 4. | The Health & Safety reports on the boat dyke, staithe and pond have been carried out. |

**Treasurer’s Report:**

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| **Receipts:** | £ |
| Mooring fees | 87.65 |
| BDC – second half precept | 4,694.50 |
| Rental old playing field | 100.83 |
| **October Payments:** |  |
| Pauline James – clerk’s fee and expenses | 185.17 |
| Standing order | 300.00 |
| Norfolk Pension Fund – E’ers and E’ees | 176.08 |
| HMRC – PAYE | 112.80 |
| Garden Guardian – grasscutting | 1,092.46 |
| Acle PC – share of expenses | 42.76 |
| Upton Village Hall – jubilee costs | 400.00 |
| CPRE – subs | 36.00 |
| George Taylor – strimming, repairs and fitting benches | 634.00 |
| D Starkings – Hedgecutting | 264.00 |
| SJB Safety – H&S reports | 130.00 |
| Diocese of Norwich – annual allotment rent SO | 1,401.00 |
| Balance c/f as at 6th October 2022 | 226,870.50 |

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| The reserve for the boat dyke is £106,931 and earmarked reserves are £108,373. General funds are therefore £11,566. The clerk had circulated a report of Actual v Budget for the seven months to October.  Lee Smith and Ginny Pitchers had checked the September online payments to the relevant bank statement and the clerk’s bank reconciliations as at 26th August and 27th September 2022. The payments were approved. |
| Planning: |
| 9 Riverview Drive – proposed detached garage (20221434). There were no objections to the plans. Decisions by Broadland District Council:  * 1. **Bella Vista, 34 Cargate Lane** – two storey side extension and single storey rear extension (20221279) – full approval   2. **Lapwings, 2 Horses Head** – variation of condition 2 of PP20211665 – dormer to front (20221297) **–** full approval (the annexe shall be ancillary to the use of the main dwelling) |

## Cemetery and Churchyard:

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| 1. | Philip Armes confirmed that there is still vehicular access to the cemetery via the yard at Hall Farm. A new gate is to be fitted. |
| 2. | Work to improve the access to the churchyard pathway is planned. |

## Boat Dyke and car park:

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| 1. | It was agreed to remove some more trees that have not been in leaf this year – by the staithe and picnic area. |

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

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| 1. | Anne Lubbock sent a report:  Bookings steady, the hall is now in use at some point almost every day except  Sundays. September’s coffee and chat session was again well attended.  The committee will discuss possible grants to provide Warm Spaces at the meeting on 13th October.  It was agreed to consult the village hall committee about the possible future use of the Old School Playing Field, as near neighbours.  It was noted that the May Parish Council meeting will be on 11th May, rather than 4th, due to the district and parish council elections that are due to be held on that date. The parish clerk informed the meeting that it is expected that photo-id will be introduced in time for these elections. |

## Play equipment:

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| 1. | The clerk placed the order for new equipment and repairs, totalling £7,648.20 + VAT. The supplier confirmed that grass is an adequate safety surface for a low piece of equipment. They had recommended asphalt because of the risk of damage from strimming. This was noted.  The clerk has asked whether they can repair or replace climbing nets on climbing frame, following the discovery of splits on the metal pieces covering the end of the ropes. The clerk will contact the original suppliers to find out whether the equipment should be closed until the repair has been done. |
| 2. | Ian Hilton was thanked for pressure washing the play equipment. |

## Allotments:

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| 1. | There was some discussion about the Cargate Lane allotment. The tenant explained that he continues to work the allotment and has had good crops from the land this year, with more to come. The councillors asked him to ensure that he keeps the land tidy and removes any litter or broken items. |
| 2. | The clerk has sent the annual invoice to Nicholas Crane for the Glebe allotment. |

**Old School Playing Field:**

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|  | There was some discussion about the use of this land. The councillors liked the idea of a grass path from the gate on Church Road to a new pedestrian gate onto the playing field, so that children from Southend and Church Road could have easier access to the playing field and play area.  There was discussion about planting a wildflower meadow, and more permanent wildlife-friendly plants, and the management of such an area. It might also be appropriate to create a couple of small allotment areas.  The parish clerk will make enquiries about advice and maintenance of the land. |

## Highways:

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|  | Nothing further to report. |

**Policies**

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| 1. | The Training Policy was adopted. |

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

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| 1. | Ginny Pitchers will receive the Royal British Legion wreath and lay it on behalf of the Parish Council. |
| 2. | Philip will top up the water level again in the pond. |
| 3. | The clerk will make another donation of £50 to Foxy Lodge, as thanks to Janet Southgate who regularly litter picks around the village. |
| 4. | It was agreed that George Taylor be asked to cut back some more reeds at the pond. |

The next meeting will be on Thursday, 3rd November, at 7.30pm, in the village hall. All residents are very welcome to attend, to raise local issues.

There being no further business the meeting was closed at 8.55pm.

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