# Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 3rd November 2022 in the Village Hall at 7.30pm

## Present:

Philip Armes (Chairman)

Debbie Durrant (Vice-Chairman)

Nigel Brennan (also District Councillor), William Leonard-Morgan, Ginny Pitchers and Lee Smith

Also present: Pauline James (Parish Clerk)

There was one member of the public present. Simon Taylor introduced himself and said he was interested in helping with the proposed plans for the old school playing field. He offered to contact Lucy Seely, Wildlife & Community Officer at Norfolk Wildlife Trust, for advice and a draft scheme.

District Councillor Nigel Brennan gave a report: South Norfolk officers have moved into the Broadland offices.

County Councillor Fran Whymark sent a report including forthcoming works on the NDR, scams regarding grants towards heating costs, and the shortfall in the NCC budget.

Apologies:

Laura Davey

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

Ginny Pitchers had an interest in a payment to her son.  
  
**Minutes:**  
The minutes of the Parish Council meeting held on 6th October 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. | New play equipment has been installed and the repairs done to the play equipment. The safety fencing is due to be removed shortly. The clerk will arrange the payment when the invoices arrive. |

**Correspondence:**

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| 1. | There have been more complaints about Acle Medical Centre; difficulties in getting appointments and in making appointments. The clerk was asked to contact the surgery for their comments. |
| 2. | It was agreed to make donations of £50 each to Norfolk Accident Rescue Service and Citizens Advice Bureau. |
| 3. | It was agreed to donate £225 to the Royal British Legion. |
| 4. | The councillors had no comments to make on The Broads Authority’s Review of the Local Plan or its Design guide. The only recent concern is that the Broads Authority should help more with rubbish collection as most rubbish during summer months is from boat users. The clerk will contact the Broads Authority. |

**Treasurer’s Report:**

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| **Receipts:** | £ |
| Mooring fees | 147.83 |
| HMRC – VAT refund | 553.25 |
| Rental old playing field | 100.83 |
| Hugh Crane Ltd – rent of Glebe Lane | 1,882.00 |
| **Payments made:** |  |
| Diocese of Norwich – rent of Glebe land SO | 1,401.00 |
| Wave – standing charge at old playing field DD | 11.21 |
| **November Payments:** |  |
| Pauline James – clerk’s fee and expenses | 71.14 |
| Standing order | 300.00 |
| Norfolk Pension Fund – E’ers and E’ees | 113.77 |
| HMRC – PAYE | 73.00 |
| Garden Guardian – grasscutting | 1,092.46 |
| Acle PC – share of expenses | 61.01 |
| Martin Pitchers – strimming at Westfield end of field | 30.00 |
| Julie Boram – cleaning bus shelter | 26.00 |
| Gallagher – insurance for mower | 125.08 |
| Royal British Legion | 225.00 |
| Balance c/f as at 3rd November 2022 | 227,324.91 |

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| The reserve for the boat dyke is £106,931 and earmarked reserves are £108,373. General funds are therefore £12,020. The clerk had circulated a report of Actual v Budget for the eight months to November.  Ginny Pitchers, Debbie Durrant and Lee Smith had checked the October online payments to the relevant bank statement and the clerk’s bank reconciliation as at and 27th October 2022. The payments were approved. |

## Planning - Decisions by Broadland District Council:

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| 1. | **9 Riverview Drive** – proposed detached garage (20221434) – full approval. |

## Cemetery and Churchyard:

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| 1. | The grasscutting contractor’s policy of applying weedkiller around objects to reduce strimming has resulted in wide areas of bare soil around gravestones, and some large weeds. The clerk will contact Garden Guardian to ask what alternatives he can suggest for 2023. |
| 2. | Wildflower seeds have been sown in the wildlife area. |

## Boat Dyke and car park:

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| 1. | There had been a complaint about an increase in doo poo left lying about on the grass. It was felt that increased signage would not prevent this and would look unattractive if put along the boat dyke. One new sign will be erected at the beginning of the grassed area, if there is a suitable location. |
| 2. | There is a culvert alongside footpath 5 which needs digging out. |

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

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| 1 | Upton Village Hall Group sent a report, including the Coffee and Chat mornings, and the forthcoming Christmas events. The committee was happy with the proposed use of the old school playing field but asked that some land be left for possible overflow parking. |
| 2. | Ginny Pitchers reported that an oak tree has been donated for the village. |
| 3. | It is not known if the oak tree along Cargate Lane is the responsibility of the Parish Council. The clerk will investigate. |

**Old School Playing Field:**

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| 1. | Ginny Pitchers, Lee Smith and the parish clerk met with Ian and Tina Lomas who are volunteers with the Bure Valley Conservation Group and with Norfolk Wildlife Trust. Ian and Tina discussed plans for the land and offered some suitable seeds and spare plants. The parish clerk also met with Simon Taylor, who will contact Norfolk Wildlife Trust for advice.  There have been a few requests for allotments so it is planned to create three allotments along the north side, near to the playing field.  A new pedestrian gate will be installed on the Church Road side and another on the play area side, so that residents from Church Road can access the playing field more easily. |
| 2. | It was agreed that the name “The Old School Playing Field” is easily confused with “The Old Playing Field”, off The Green. After some discussion it was agreed to call it “Keith’s Meadow” in memory of Keith Pitchers. |

## Annual Inspection:

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| 1. | Other items were noted from the village inspection on 9th October. |
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## Highways:

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| 1. | Nothing further to report. |

**Policies**

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| 1. | The new Model Code of Conduct was adopted. |

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

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| 1. | It was agreed to support any events put on by the village hall for the coronation in May 2023. |
| 2. | The clerk reported that there is a pay rise of £1 per hour for all council staff, backdated to 1st April. This was noted and agreed. The clerk also reported that she has not been able to work the contracted hours for a while, due to other work demands, so she had deducted some hours from this month’s payslip. This was noted. |

The next meeting will be on Thursday, 1st December, 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 8.35 pm.

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