# Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 1st December 2022 in the Village Hall at 7.30pm

## Present:

Philip Armes (Chairman)

Debbie Durrant (Vice-Chairman)

Laura Davey, William Leonard-Morgan, Ginny Pitchers and Lee Smith

Also present: Pauline James (Parish Clerk)

There no members of the public present.

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

None.  
  
**Minutes:**  
The minutes of the Parish Council meeting held on 3rd November 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. | The clerk read out a reply from Acle Medical Centre about complaints from residents about difficulties booking appointments; the staff will always help residents to make appointments if they have problems using the online forms. |
| 2. | The clerk has applied for Parish Partnership funding from Norfolk County Council for the “gateways” for the entrances to the village. |

**Correspondence:**

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| 1. | Complaints had been received about recent flooding and the impact on drains in the village. Councillors agreed that there are some drains which need clearing out to cope with heavy rain and will continue to raise the issues with Norfolk County Council Highways. Issues with sewerage systems should be reported to Anglian Water. The clerk will publicise details of how to report Highways issues in the Mardler. |
| 2. | Details have been received on the boundary changes for elections. Upton remains in the Blofield & South Walsham district ward, which forms part of the Broadland area, which will be renamed Broadland and Fakenham, for parliamentary elections. |
| 3. | Residents without photographic ID will be able to apply for a Voter Authority Certificate early in the New Year. Photo ID will be required for the district and parish council elections in May 2023. |
| 4. | The clerk reported that Acle Library has been set up as a Warm Place for local residents. Warm drinks are available, and some clothes and toiletries. |
| 5. | The clerk reported on a Zoom talk about the Norfolk Assistance Scheme, and the current Household Support Fund, which assists residents on low incomes with fuel bills, supermarket vouchers, rent arrears, household items, general support and referrals to other agencies. There were also speakers from the NCC Money Support Service, which aims to help residents with budgeting and managing their bills, and from Citizens Advice. Details have been published on facebook and the Council’s website and will be shared via the Mardler. |
| 6. | The clerk also reported on a Zoom talk on Wilder Woodlands by the Norfolk Wildlife Trust, and Tree Planting Grants from BDC, which will be useful for new planting schemes. |

**Treasurer’s Report:**

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| **Receipts:** | £ |
| Mooring fees | 94.68 |
| Rental old playing field | 100.83 |
| Upton Village Hall – 5 years’ ground rent | 5.00 |
| Community | 100.00 |
| Alexander - allotment rent | 10.50 |
| **Payments made:** |  |
| Fenland Leisure – play area repairs | 10,603.44 |
| **November Payments:** |  |
| Pauline James – clerk’s fee and expenses | 7.14 |
| Standing order | 300.00 |
| Donation to Citizens Advice | 50.00 |
| Donation to Norfolk Accident Rescue Service | 50.00 |
| Purchase of daffodils bulbs | 14.99 |
| Norfolk Pension Fund – E’ers and E’ees | 103.80 |
| HMRC – PAYE | 66.40 |
| Garden Guardian – grasscutting | 54.00 |
| Mills & Reeve – disbursements | 34.40 |
| URM/Berryman – recycling costs | 21.60 |
| Acle PC – share of expenses | 213.76 |
| Balance c/f as at 1st December 2022 | 216,279.94 |

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| The reserve for the boat dyke is £106,931 and earmarked reserves are £108,373. General funds are therefore £976, (before the transfer from earmarked reserves for the replacement play equipment). The clerk had circulated a report of Actual v Budget for the nine months to November.  Laura Davey had checked the November online payments to the relevant bank statement The payments were approved. |

## Planning - Decisions by Broadland District Council:

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| 1. | **Land adj. 39 Church Road** – construction of four self/custom-build dwellings with garages (outline with details of access only: all other matters reserved) 20211760 – Outline refusal. (Not in sustainable location, cramped and urbanising development, out of keeping, unacceptable intrusion of built form). |
| 2. | **32 Cargate Lane** – single storey side and rear extensions (20221324) – full approval. |

## Cemetery and Churchyard:

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| 1. | George Taylor has cut back the hedges in the churchyard. |
| 2. | It was reported that the entrance to the churchyard has been slippery recently. Philip Armes confirmed that he has asked a contractor to do the works. |

## Boat Dyke and car park:

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| 1. | The trees in the car park are to be cut back on 10th/11th so the clerk will cordon off the car park beforehand. Philip will ask the contractors to spread the remaining Type 1 around the car park while they are there. |

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

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| 1 | Nothing to report. |

**Old School Playing Field (Keith’s Meadow):**

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| 1. | Resident Simon Taylor met with Lucy Seely, NWT Wildlife & Community Officer, and Polly Cobb, BDC Environmental Project Assistant, who said there would be a grant available for £1,000 for tree planting. Simon is keen to form a working group with a few other residents to work on the project and apply for funding. The councillors reviewed a draft plan for the field and agreed that there should be potential car parking across the front of the site, and not to take on too much in the first year. |

## Highways:

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| 1. | The clerk reported that Acle Parish Council had asked children at Acle Primary School to design some posters to remind people to drive more slowly, to be printed as highways signs. There were so many lovely posters that Acle has more than it needs. It was agreed to purchase the spare signs to be put up around Upton. |

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

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| 1. | The clerk reported on the opening of the 58 units in the new Swallowtail Place in Acle on the former Herondale site. |
| 2. | The clerk has purchased two bleeding control cuffs which will be put in the defibrillator cabinets and a note put in the Mardler to explain what these are for. |

The next meeting will be on Thursday, 5th January, 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 9.15 pm.

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