# Minutes of the Meeting of Upton with Fishley Parish Council held on Thursday, 5th January 2023 in the Village Hall at 7.30pm

## Present:

Philip Armes (Chairman)

Debbie Durrant (Vice-Chairman)

William Leonard-Morgan, Ginny Pitchers and Nigel Brennan

Also present: Pauline James (Parish Clerk)

There were no members of the public present. Norfolk County Councillor Fran Whymark sent his apologies and sent a short report; Broadland District Council is setting up a credits system to deal with the requirements of Nutrient Neutrality.

**Apologies:**

Laura Davey and Lee Smith

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

None.  
  
**Minutes:**  
The minutes of the Parish Council meeting held on 1st December 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 has contacted the owners of the Old Vicarage to alert them to the dead or diseased branches on the oak tree on their boundary. |

**Correspondence:**

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| 1. | Details have been received of Broadland District Council’s new App which shows the next bin collection dates. |
| 2. | There have been some break-ins at boats at Upton Dyke. The Police are aware. |
| 3. | Details have been received of a one-day closure of Wroxham Bridge on 23rd January. |
| 4. | The clerk was also sent notice of the access roads to the A47 being closed for two years, from 16th January, for the dualling works but, after further questions, the notice was cancelled and will be re-issued with more specific closure notices for each road. |

**Treasurer’s Report:**

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| **Receipts:** | £ |
| Mooring fees | 133.65 |
| Rental old playing field | 100.83 |
| NCC – recycling credits | 116.29 |
| Huh Crane Ltd - duplicate allotment rent | 1,882.00 |
| **Payments made:** |  |
| Ian Hilton – treeworks at staithe car park | 770.00 |
| Information Commissioner DD | 35.00 |
| **December Payments:** |  |
| Pauline James – clerk’s fee and expenses | 233.91 |
| Standing order | 300.00 |
| Norfolk Pension Fund – E’ers and E’ees | 185.70 |
| HMRC – PAYE | 119.00 |
| Broadland DC – emptying 3 dog bins | 711.36 |
| Hugh Crane Ltd – reimbursement allotment rent | 1,882.00 |
| Acle PC – share of expenses | 80.10 |
| Balance c/f as at 5th January 2023 | 214,235.43 |

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| The reserve for the boat dyke is £106,931 and earmarked reserves are £108,373. The clerk had circulated a report of Actual v Budget for the ten months to January.  Debbie Durrant and Ginny Pitchers had checked the December online payments to the relevant bank statement and the clerk’s bank reconciliation. The payments were approved. |

## Planning:

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| 1. | **Three Ways, 33 Boat Dyke Road –** proposed removal of existing pitched roof, raising of existing walls and the addition of steeper pitched roof over. Two storey pitched roof extension and single storey flat roof extensions to rear (20222066). The councillors had no objections so long as the neighbours had no concerns. |

## Cemetery and Churchyard:

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| 1. | It was reported that the green wheelie bin from the cemetery was forgotten last week so it was not emptied. The clerk will contact the residents in the Old Vicarage to ask if they can move both the bin from the church and from the cemetery. |
| 2. | Works to improve the access to the main path are awaited. |
| 3. | The hedging works for the cemetery extension are awaited. |

## Boat Dyke and car park:

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| 1. | Some of the trees in the car park were cut back on 10th/11th December. Philip Armes reported that there were problems with the access vehicle so it hoped that there will be a reduction in cost. The remaining works will be done before the Spring. |

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

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| 1 | A report from the village hall committee was noted. |

**Highways:**

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| 1. | It was reported that the drains outside Broadlands Residential Home are full of water. The clerk will report them to NCC Highways again. |
| 2. | The clerk will also request that the ditch in Boat Dyke Road that takes the water from the highway at the end of the road be cleared out as there is often standing water on the highway. |
| 3. | There is a large pothole by the pond that will also be reported to NCC. |

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

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| 1. | Resident Simon Taylor has completed an application form for a grant of £840 for hedging plants and tree guards. This was noted and agreed and will be submitted to Broadland District Council. |

## Budget and Precept:

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| 1. | The clerk presented estimated accounts for the year to 31st March 2023 and a draft budget for 2023-24. A deficit of £3,759 is estimated for the current year, and a deficit of £2,367 for 23-24, resulting in a reduction on general reserves to £11,230 by 31st March 2024. It was agreed to leave the precept at £9,389, as 2022-23, but to increase the mooring fees by £1 per foot, plus VAT, to reduce the expected deficit. There are earmarked reserves for the repair or replacement of all the Council’s assets and for any liabilities.  The precept of £9,389 results in an amount of £35.97 per Band D home for the year. |

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

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| 1. | Ginny has cleaned the Silver Jubilee bench at the pond. There was some discussion about a cleaning product that can be used on the benches to remove lichen and mould. |

The next meeting will be on Thursday, 2nd February, 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 9.15pm.

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