## **Draft Minutes of the meeting of Upwell Parish Council, Monday 11th October 2021, 7pm**

**Committee Members**: Cllr. Williams (Chair), Cllr. Aston (vice-chair), Cllr. Gooch, Cllr. A Harrison, Cllr. Shorting, Cllr. K Harrison, Cllr. Lester, Cllr. Robinson, Cllr. Rose, Cllr. Melton.

**Those Present**: Cllr. Williams, Cllr. K Harrison, Cllr. Robinson, Cllr. Aston, Cllr Gooch, Cllr. Rose, Cllr Melton, Clerk, M Hilton.

**Public**: eight

**Apologies** : BCllr Spikings, Cllr. Shorting, Cllr A. Harrison, Cllr. Lester, CCllr Dawson,

## **MINUTES**

### **Welcome and opening remarks:**

The Chairman welcomed everyone to the meeting.

### **To consider and approve apologies for absence:**

Apologies were approved.

### **To declare any conflicts and pecuniary interests on any items on this month’s agenda:**

Councillor Williams declared his interest with the Blunts Trust correspondence item 16. Councillor Rose advised he was now a member of Three Holes Committee.

### **To approve the Minutes of the last meeting**

The minutes of the last meeting were approved and signed by the Chairman.

1. **Public Forum:** A member of the public read out an open letter to the Council. The letter asked for a consultation with members of the public and other stakeholders regarding the refurbishment at Upwell Village Hall. A second parishioner confronted the Chair regarding a Facebook post that he asked to be taken off. A third parishioner wondered why the Council had not fought harder to save the Five Bells public house. The chair of Lakes End village hall invited any of the Councillors to attend the AGM on 31st October at 2pm, Councillor Rose will attend. She maybe resigning from the committee due to Facebook abuse. She also added grateful thanks to Councillor Rose and Mrs. Lowe in helping with Lakes End Village Hall Committee. In previous years, the village hall committee did ask that no member of the Council was welcome to attend the meetings.

### **To discuss and consider the Action Log:**

* The village feature: a meeting was held on the 4th October, the land that the village feature would be on seems to be unowned. Confirmation will be sought for this. There would be one tree that requires removing and a plan will be drawn to show the layout.
* Lakes End cesspits: Councillor Rose is in touch with the drainage board regarding this. This item is now closed on the action log.
* Issues with Tointons Junction A1101: County Councillor Dawson been liaising with Highways and new signage will be ordered for this junction. The cost is around £2000. This money will come from…

Norfolk County Council West Area Highways funding allocation    £1200

Upwell Parish Council Contribution                                                 £350

Councillor Dawson Local Member Fund Contribution                  £350

* Mapboard: Rob Shaw is having difficulty scaling the map to the size required. Councillor Lester has asked Norfolk County Council Rights of Way parishioner if they have the artwork for the map that is outside the Five Bells.
* Solar Lights on Low Side, Councillor Gooch shared an email that said the installation is delayed due to shortages on materials.
* Dropped curb opposite Tweeds Butchers, at the meeting for the village feature Andy Wallace from Highways said this needed to be moved further down from where the markings are currently.
* 29 Dovecote Rd partial building collapsed. The Clerk has contacted CNC building control but has received no reply. The Clerk email again and still no reply.
* Overgrown corner at Baptist Rd: no response from the owners, hopefully this will die back naturally over winter. Clerk will diary for Spring action log.
* Magazine distribution, some of School Road have not received a magazine, although they were only given to the distributors on Saturday. An article in the magazine asks if anyone would like an electronic version of the magazine.
* Solar lights in Lakes End and Three Holes, this is on hold until the others are installed in Low Side
* Councillor Williams has emailed the owner of the overgrown hedge at Marmont Priory Farm March Riverside and has been assured this will be cut back.

### **To discuss the Casual Vacancies:**

There are currently three casual vacancies as no election has been called for this time. The Clerk will advertise the vacancies with a closing date of 29th October 2021. The Council will vote on the candidates by ballot at the next meeting in November.

1. **To discuss a communication strategy:** Councillor Williams produced a report regarding this. Mrs. Lowe was consulted on this as when she was a Councillor, she had brought this topic to the Council’s attention. Issues to consider are, should the magazine editions be more frequent? Would banners on the bridge help? Maybe the elderly do not use computers or social media? Would a public assemble help on a Saturday? Should there be a Councillor surgery where one member attend thirty minutes before the meeting starts for any questions? The Chair asked for these to be considered and this will be discussed at the December meeting.
2. **To discuss the Queens Platinum Jubilee:** Councillors to consider whether to plant a tree (although it has been difficult to find a public piece of land to do this in the past), to light a beacon, hold a street party maybe at the playing field. Maybe this could be combined with the yearly yard sale. Invite Outwell Parish Council and other groups to a meeting regarding this. This item to be added to the Action Log
3. **To discuss the development of the land at Small Lode**: it was decided to move this to January meeting when we have a full Council.
4. **To discuss a dog waste bin at Back Lane:** Councillor Harrison has proposed site a dog waste bin here. The Clerk is to make contact with Outwell Parish Council and ask if Upwell purchased the bin would Outwell then pay for the emptying of the bin. This proposal was approved by the Council.
5. **To discuss permanently keeping of the Cemetery and planning extension:** it was agreed for the Clerk to arrange a meeting with Chris Black the Crematorium and Cemeteries Manager at the Borough Council of King's Lynn & West Norfolk.
6. **Reports from individual Councillors, Council Groups and Clerk:**
7. To approve Planning applications: *Cllr Aston*
* Planning Application Consultation 21/01784/F Timber Mooring with concrete steps and timber handrail at Well Creek River Bank West of 72 St Peters Road Upwell WISBECH Norfolk PE14 9EJ *The Planning Group approve this application. The Clerk wrote to MLC to express concerns over the number of moorings and platforms that are now prevalent along the Welle Creek, particularly along the St Peters Road side. The Council are concerned that some of the existing moorings and platforms are in a derelict state, despite a recent article in the Community Newsletter asking owners to tidy them up. They then become an eyesore which is detrimental to the amenity that is the Welle Creek. Perhaps the MLC can assist with this issue, and also advise about the continued installations of moorings?* Councillor Aston has arranged a meeting with Welle Creek Trust regarding the moorings and they will have any mooring planning application emailed to them as a consultee. Councillor Aston will report back at the November meeting.
* Planning Application Consultation 21/01723/F Side Extension to existing playing field pavilion at Upwell Playing Field New Road Upwell Norfolk *the planning group advises approval of this application****.***
* Planning Application Consultation 21/01305/F Extension of existing business including erection of 2m fence, workshop and siting of container to store timber at Mortons Cott 239 Small Lode Upwell Wisbech Norfolk this was added to previous response: *the Planning Group have carried out a further investigation and review, the Planning Group further refuse this application under the Upwell Parish Neighbourhood Plan, Policy LGS4 which designates this as being within a Protected Area.*
* Planning Application Consultation 21/01718/RMReserved Matters: Construction of dwelling and garage at Plot 3 Land South East of 5 New Road Upwell Norfolk *the planning group advises approval of this application.*
* Planning Application Consultation 21/01852/F Two Storey Side Extension to dwelling at 97 Small Lode Upwell Wisbech Norfolk PE14 9BA*the planning group advises approval of this application.*

 All planning applications were ratified by The Council.

1. **To Receive Village Hall update** *Cllr Williams.* Retendering is being redrafted by Swann Edwards. Councillor Williams applied for two grants and both were turned down.
2. **To discuss Remembrance Sunday and the purchase of “Tommy” statues:** The Tommy statues should not just be for special events but to be a permanent fixture at the War Memorial. They are made of a metal material and then powder coated, so should be good in all weathers. It was decided to purchase two statues, one by the Council and the other by the Councillors at a cost of £175 each. On Remembrance Sunday on 14th November, Councillor Williams will read the honors with Councillor Melton will place the wreath. Councillor Aston asked a parishioner present at the meeting if a member of the brass band could play the last post at the service. A payment to Royal British Legion for a wreath for £40 was approved.
3. **To approve the complaints appendix to the Code of Conduct:** Councillor Williams sought advice from the Deputy Monitoring Officer regarding complaints made against Councillors. He has then written appendix C to be added to the Code of Conduct. With one amendment to be made the appendix C was approved to be added to the code of conduct.
4. **To Note any Health and Safety issues:** the white lines on New Road have still not been done.

### **Finance:**

1. The outstanding payments were approved for payment by the finance committee. Salaries are shown together re data protection.



ii. Cashbook was noted.

iii. The Quarterly Progress Against Budget was noted.

iv. To arrange Finance meeting to set the budget for 2022\_2023, this was arranged for 1st November 7pm at Upwell Village Hall

1. To note payment to Highways for the new signage at Tointons Road junction.

### **To discuss any concerns from Councillors and general correspondence:**

* Mr. D. Aston has volunteered to move the Sam2 camera around the villages.
* Councillor Rose told the Council there had been a meeting with Liz Truss MP regarding keeping Welney wash open all year.
* A letter has been sent to Cllr. Mr. Wilby regarding the Wisbech incinerator and the dualling of the A47.
* The Blunt Trust have emailed to ask the Council if they purchased two dogs bins for Orchard Drive would the Council be prepared to pay for the emptying of these. One would be at the junction with Stonehouse Road and the other near the BT boxes on the Junction of St Peters Road, this was approved. The Clerk will start the process with Kings Lynn Borough Council.
1. **Proposed Agenda items for next meeting:** to be sent to the Clerk
2. **Next meeting date:** Finance meeting 1st November 2021 7pm, next full Council meeting 8th November 2021 7pm at Upwell Village Hall.

### The meeting closed at 8.45pm.

**Signed by the Chair ……………………………………………………………………………………. Date ……………………………**