
Upwell Parish Council

Minutes of the meeting of Upwell Parish Council, Monday 10th July 2023, 7pm

Committee Members: Cllr Aston (Chair), Cllr Gooch, Cllr A Harrison, Cllr Shorting, Cllr K Harrison, Cllr Lester, Cllr Robinson, Cllr Carr, Cllr Judd, Cllr Turner.

Those Present: Cllr Aston, Cllr A Harrison, Cllr Shorting, Cllr K Harrison, Cllr Robinson, Cllr Carr, Cllr Judd, Cllr Turner, Cllr Gooch, M Hilton Clerk.

Public: one

Apologies: Cllr Lester, BCllr Spikings, BCllr Rose, CCllr Dawson.

MINUTES

1. **Welcome and opening remarks:** the Chair welcomed everyone to the meeting.
2. **To consider and approve apologies for absence:** these were approved.
3. **To declare any conflicts and pecuniary interests on any items on this month's agenda:** Cllr Shorting for Upwell Playing Field
4. **To approve the Minutes from the last meeting:** these were approved and signed by the Chair.
5. **Public Forum (ten minutes only):** the one parishioner present had nothing to discuss.
6. **To discuss and consider the Action Log from previous meetings:**
 - The village feature: a working group will be formed once quotes are available. Clerk to ask Grahame Seaton for an update
 - Takeover of the cemetery from the Borough Council: Cllr Aston has tried to contact Tracey Brooker again, with no response.
 - AD Hurst Sign: Cllr A Harrison emailed Andy Wallace and has had no response.
 - War Memorial wall: one contractor can not complete the work, still waiting for one more quote.
 - Old mowers and strimmer's, these are to be tested to see if they still work, otherwise these will be scrapped.
 - A pedestrian crossing across Town Street near Pius Drove. The Clerk contacted Highways and only three to four are built in Norfolk each year. Highways said there would not be one built here. This item is now closed.
 - Dodds Style: an update was asked of CCllr Dawson, unfortunately he was unable to attend the meeting.
7. **To discuss support of Upwell Playing Fields MUGA, CIL application.** This would be a Multi-Use Games Area for various sports and recreation. The Council agreed to support this application.
8. **To approve the Data protection Policy and Website Accessibility Policy:** these were both approved.
9. **Reports from individual Councillors, Council Groups and Clerk**

Cllr Aston asked the Chair of each working group to report at each meeting with an update, even if there is nothing to report. The working groups are allotments, cemetery, communications and Low Side land.

 - i. **To approve Planning applications decisions:** *Cllr Harrison*

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- Planning Application Consultation 23/00672/FM. Application for additional holiday lodges taking the total number from 20 lodges to 35 inclusive of permanent on-site wardens' accommodation at Lode Hall Silt Road Three Holes Norfolk PE14 9JW. *Upwell Planning Group supports this application.*
- Planning Application Consultation 23/00808/F. Change of use to domestic garden land and erection of domestic outbuilding (Retrospective) at 73 St Peters Road Upwell Wisbech Norfolk PE14 9EJ. The planning group support this application with a condition attached that no building on the land shall be used for accommodation/residential purposes.
- Planning Application Consultation 23/00079/F. Proposed agricultural style dwelling and accompanying car port involving demolition of existing agricultural barn with permission to convert to residential at Land Rear of Burnsall Squires Drove Three Holes. *The Planning Group continue to object to this application, for the following reasons, as submitted by individual Councillors.*

This dwelling is inappropriate in the setting and regardless of the change in orientation will still be detrimental to the residential amenity of Burnsall.

Nothing like what the applicant said looked like further down the road, access for two vehicles would be ok but if this property were to be sold on there could be a total of 5 extra vehicles using this access plus farm machinery, and looking at the plans the building is rather high and looks like a re-vamped office block nothing like what is in the area. Having worked down Squires Drove for over 20yrs...I know the area very well. Issues with water pressure – all true. Farm machinery – all true. Telephone communications – all true. Electricity cuts – all true. The revised plans show the dwelling height has only been reduced by approx. 600mm, this is not going to be a noticeable difference. The Flood Risk Assessment is still claims under Section 5.0, Point 5.2 Mitigation Measures, that "The risk of flooding is lowered as the proposed dwelling has 2 stories with all sleeping accommodation on the first floor". This statement does not concur with current drawings & is therefore an incorrect assessment. Although there is no established building line, the proposed new dwelling will look out of place in a location behind the existing dwelling of Burnsall and should be considered as a new development in open countryside. This is not a replacement dwelling as none currently exists. The issue of low water pressure, insufficient broadband & frequent power failure will without doubt also affect this new proposed residence as it does with existing residences in Squires Drove.

The Councillor approved the decisions made.

- ii. To discuss parking at the school:** *Cllr Dawson.* Cllr Dawson was not present at the meeting, however, he has been investigating the reduction of the speed to 20mph. This would involve getting grant money. Only one traffic incident has been recorded in the last five years and that was a car reversing into a stationary motorcycle.
- iii. To discuss Christmas lights around the village :** *Cllr A. Harrison.* Cllrs Robinson and Shorting will ask local businesses for a donation towards the lights. It was agreed to include the areas around the Five Bells, the landing stage outside the church, Church bridge and the Village Hall. Once donations have been pledged the Council can plan which areas can be lit. Another idea was to have 'The best illuminated boat.' Cllr Aston will put this in the next edition of the magazine.
- iv. To discuss clarification of areas the Parish Council maintains/ Welle Creek Trust maintains:** *Cllr A. Harrison.* Cllr Harrison attending a meeting with Middle Level Commissioners (MLC). He had produced a report that was emailed to the Council. In brief he reported: 'It was clarified that MLC does not own the riverbanks and are not responsible or obliged to cut the riverbanks. The MLC is solely responsible for navigation. The whole issue now is that the MLC is constrained by Wildlife and Ecology Law, which has a legal status and is a Statutory Requirement. The riverbanks cannot be cut at certain times of the year. To do so would breach Wildlife Law. We must accept that with current legislation, the Welle Creek might not look as well manicured as it has always been in the past. The verge issues: Andy Wallace explained that the Highways verge cutting contractors will no longer cut the verges within a 30-mph speed limit. This is considered urban, and falls under the remit of the Borough Council, who do not have the machinery required to undertake verge cutting.'

Cllr Harrison also said the landing stage bank had been planted with wildflowers this year, which is why this bank has not been cut. Well Creek Trust maintain this area.

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The brambles on Church Bridge, MLC did not cut these as they were concerned for the old bricks being damaged. The groundsman will maintain these as best he can.

Cllr Judd will get quotes for the banks to be cut between the two bridges, and report back to the Council.

- v. **To discuss Town Street and riverside barriers and bank cutting:** *Cllr A. Harrison.* This will be discussed at next months meeting.
- vi. **To discuss the sale of land at Low Side:** *Cllr Aston.* A working Group meeting was planned for the 26th July at 7pm, no members of the public to attend this meeting. This is a meeting with a self-builder to discuss ideas for the site.
- vii. **To discuss the Community Magazine:** *Cllr Aston.* Two distributors are now unable to help with delivery of the magazine. The Council desperately needs volunteers to do this, it is just four times per annum. This will be advertised on Facebook and in the magazine.

10. To note any Health and Safety issues: Huddlestone footpath needs cutting and has a hole in the surface, the hedging is covering School signs on School Road. Cllrs Lester and Shorting will approach the homeowners.

11. Finance

- i. **To note payments made since last meeting:** these were noted.

Payments for July 2023 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debit	Supplier/Service
Melanie Hilton expenses	50.13	4.92	55.05	EP	HMRC allowance for home working, paper, Mileage to THVH, Domain for website
Salaries	3253.95	0.00	3253.95	EP	
Melanie Hilton			0.00	EP	100 Hours Clerk 10 hours village hall
Charlotte Hilton			0.00	EP	Village Hall cleaner 20 hours
David Aston			0.00	EP	Hall Managers fee
HMRC	598.89	0.00	598.89	EP	Month 3
Nest Pension Scheme	102.59	0.00	102.59	DD	Clerks pension
Tim Dewdney			0.00	EP	40 Groundsman Hours
Kelvin Judd			0.00	EP	37 hours garden cemetery
Kelvin Judd	307.89	76.97	384.86	EP	Concrete edging, ground control and shingle for ashes section at cemetery
CGM	271.44	54.29	325.73	EP	Cemetery grass cutting 12/6/23
Wisbech Payroll	135.02	0.00	135.02	EP	Payroll processing April- June 2023
Three Holes Village Hall	30.00	0.00	30.00	EP	Hall hire 12/6/2023
Outwell Timber	50.00	10.00	60.00	EP	post mix for cemetery cremation area
ASB	30.00	0.00	30.00	EP	Window Cleaning Bus stops
Upwell Village Hall	27.50	0.00	27.50	EP	Committee room hire 15th May 2023
WAVE	5.90	0.00	5.90	DD	Water for Cemetery
Veolia	192.92	38.58	231.50	DD	Waste disposal
SWALEC	669.15	33.45	702.60	DD	Street Light Energy
Westcotec	61.25	12.25	73.50	DD	Street light maintenance fee
TOTAL	5,786.63	230.46	6,017.09		

- ii. **To note income and expenditure balances reconciled from the previous month:** these were noted.
- iii. **To note income and expenditure balances reconciled for the Village Hall account:** these were noted.
- iv. **To note the Quarterly Progress Against Budget:** this was noted
- v. **To review the insurance policy:** the Clerk has completed the pre-insurance questionnaire but has not had the quote back yet.
- vi. **To add another Councillor onto the bank account for authorisation of payments:** Cllr Shorting was asked and agreed to do this.
- vii. **To review the streetlight maintenance contract:** it was agreed to accept Cozens as the contractor. The Clerk will ask how the Council report the faults to Cozens.

The Clerk thanked Cllr Judd for all his hard work on the cremation area , which has been completely refurbished.

12. To propose any items for the next agenda: please advise the Clerk at least a week before the next meeting date.

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13. To note the date of the next parish council meeting – To note the date of the next Full Council meeting –
14th August 2023 at 7pm at Lakes End Village Hall

14. Close: the meeting closed at 20.32pm

Signed by the Chair **Date**