
Upwell Parish Council

Minutes of the meeting of Upwell Parish Council, Monday 12th June 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 A Harrison, Cllr Shorting, Cllr K Harrison, Cllr Lester, Cllr Robinson, Cllr Carr, Cllr Judd, Cllr Turner, Cllr Gooch, M Hilton Clerk.

Public: one

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

MINUTES

1. **Welcome and opening remarks:** Vice Chair Cllr A. Harrison chaired the meeting, he welcomed everyone to the June 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:** none reported.
4. **To approve the Minutes from the last meeting:** these were approved and signed by the Vice-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: G Seaton waiting on a quote for the work required. The poster that has been put on the noticeboards, maybe misleading as it's not an actual picture of how the area will look. A message regarding the proposed area was put on Facebook with many positive responses. Once the quote is in, a meeting will be held with any Councillors who wish to attend to discuss if the project is feasible.
 - Takeover of the cemetery from the Borough Council: No update on this.
 - Upwell Health Centre Car Park flooding: a new ditch has been dug across the old orchard, which has worked immediately in reducing the water level. Gully pots still need cleaning and Cllr A. Harrison will make sure this is completed before winter. This action is now closed.
 - AD Hurst Sign: Cllr A Harrison emailed Andy Wallace and has had no response.
 - War Memorial wall: still awaiting quotes for the wall to be repaired. Cllr Turner has found a tradesman who he will put in touch with Cllr Carr.
7. **To review the Assets register:** this was reviewed, the strimmer will be checked to see if it still works, and a lawnmower will be scrapped. Cllr A. Harrison and Cllr K. Harrison will deal with this.
8. **Reports from individual Councillors, Council Groups and Clerk**
 - i. **To approve Planning applications decisions:** *Cllr Harrison*
 - Planning Application Consultation 22/01946/F Proposed extension and alterations. Proposed swimming pool and Proposed garage at Two Jays 50 Baptist Road Upwell Norfolk PE14 9EY. *Upwell Planning Group advises support of this application.*
 - Planning Application Consultation 22/02027/F front extension to create garage and installation of extended drop curb at Anvil Main Road Three Holes Norfolk PE14 9JR. *Upwell Planning Group supports this application, but notes that there does not appear to be any updated or revised drawings. The Planning Group would, if possible, like conditions to be attached to prevent/prohibit on road parking outside the premises,*
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NCC Highways has already expressed that turning and forward egress is only just possible, but on road parking must be restricted due to the amount of cars using the nearby garage and the Squires Drove junction, in the interests of public/Highway safety.

- Planning Application Consultation 23/00482/F Retrospective Application: Erection of a detached garage at Lynden Lea 100 Church Drove Outwell Wisbech Norfolk PE14 8RP. *Upwell Planning Group supports this application.*
- Planning Application Consultation 23/00594/O. Outline application with some matters reserved for residential development - two dwellings, following the demolition of two existing dwellings on site at 11 And 15 Green Road Upwell Wisbech Norfolk PE14 9HS. *Upwell Planning group supports this application.*
- Planning Application Consultation 23/00027/F. Erection of a single dwelling house and garage at Land N of 136 And 138 E of 99 Small Lode Upwell Norfolk . *Upwell Planning Group continue to object to the application. Aside from the retention of the hedge to the front, the amount of glazing to the front of the dwelling has not been reduced therefore not reducing the amount of overlooking & privacy of the dwellings opposite. The recommendations of the Ecology Report appear to have been overlooked and not addressed.*
- Planning Application Consultation 23/00204/F. Proposed alterations and extension to 73 St Peters Road, Upwell Wisbech Norfolk PE14 9EJ. *Upwell Planning Group continue to object to this application. The views & comments of the Parish Council & Conservation Officer have largely been ignored, with the scale, design & layout of the proposed extensions still encompassing the existing dwelling so that it becomes lost. The scale, design & layout does not compliment or enhance the Conservation Area or neighbouring dwellings. Timber cladding as proposed is not a feature on other dwellings within the St Peters Road CA, and therefore is not acceptable in the interests of conformity & continuity of the CA. The garage has only been marginally moved away from the boundary, but still blocks the view beyond as pointed out in the Conservation Officers report. The proposed dwelling would be large & out of character with neighbouring dwellings. It should be noted that new build No. 72 was designed with the existing appearance of No.73 in mind.*

The Councillor approved the decisions made.

- ii. **To discuss parking at the school:** *Cllr Dawson.* Cllr Dawson was not present at the meeting, it was agreed to put this on the July Agenda. It was also agreed to send a letter of support for action to deal with the situation, along with Outwell Parish Council.
- iii. **To note Upwell Parish Magazine copy date:** *Cllr Lester.* The Copy date is Friday 23rd June. The Magazine is always looking for articles, Cllr Shorting to pass details for Scouts and bowls Club to Cllr Lester. It was suggested Martin Scott could write an article regarding the fishing on the Creek.
- iv. **To discuss the Parish Hub website:** *Cllr Lester.* After a discussion it was agreed that many people asked questions on Outwell and Upwell Discussion Forum on Facebook and were not using the Parish Hub. It was decided not to renew the subscription.
- v. **To discuss the use of social media and digital channels:** *Cllr Turner.* Cllr Turner suggested asking parishioners for their dashcam footage of drivers speeding in the village, with a view to then passing onto the Police. It was agreed this would not be a good idea due to Data protection issues, and that reports to the Police need to come from the individual and not a third party.
- vi. **To discuss MLC bank cutting:** *Cllr A. Harrison:* The grass is high along Town street. The Clerk did say it has been 'No Mow May'. The Clerk will contact MLC and ask when it will be cut.
It was also mentioned the bank by the landing stage near the Five Bells needs cutting. Cllr A. Harrison will ask the groundsman to cut this back.
Cllr Robinson reports that Dodds Style was overgrown, he asked the Clerk to get an update on what is happening with the Dodds Style issues from Cllr Dawson. Cllr Robinson is happy to cut this for the Parish, he and Cllr Judd will take a look.

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9. To note any Health and Safety issues: Baptist Road corner is overgrown, but as the owners cannot be found, there is little the Council can do.

10. Finance

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

Payments for June 2023 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP <small>electronic payment /direct debit</small>	Supplier/Service
Melanie Hilton expenses	26.00	0.00	26.00	EP	HMRC allowance for home working
Salaries	3408.18	0.00	3408.18	EP	
Melanie Hilton				EP	100 Hours Clerk 10 hours village hall 5 hours cemetery
Charlotte Hilton				EP	Village Hall cleaner 44 hours
David Aston				EP	Hall Managers fee plus 4.25 hours cleaning
David Aston	7.20	0.00	7.20	EP	Mileage for moving SAM2 Camera March 2023
David Aston	13.50	0.00	13.50	EP	mileage for moving SAM2 Camera April 2023
HMRC	640.18	0.00	640.18	EP	Month 2
Nest Pension Scheme	108.91	0.00	108.91	DD	Clerks pension
Tim Dewdney				EP	53 Groundsman Hours
Kelvin Judd				EP	7 hours garden cemetery
JAS	160.00	0.00	160.00	EP	Electrical works carried at at Russells for defib
Upwell Norfolk Charity	1522.20	0.00	1522.20	EP	Land rent: six month rental of 25.37 acres of land at Three Holes.
Graham Butler	205.00	0.00	205.00	EP	Prow's Cut, Holly Tree Lane, FP2, FP3, FP4, FP7
Caroline Hall Arboriculture	445.00	0.00	445.00	EP	Tree survey Upwell Cemetery and War Memorial areas
CGM	542.88	108.58	651.46	EP	Cemetery grass cutting 11/4/23 and 21/4/23
CGM	542.88	108.58	651.46	EP	cemetery grass cutting 9/5/23 and 25/5/23
ASB	30.00	0.00	30.00	EP	Window Cleaning Bus stops
CCP Planning	375.00	75.00	450.00	EP	Low side land sale. Preparation and attendance of meeting
Rachel Lunn	50.00	0.00	50.00	EP	allotment deposit refund
Upwell Village Hall	44.00	0.00	44.00	EP	Committee room hire 3rd and 17th April 2023
WAVE	5.71	0.00	5.71	DD	Water for Cemetery
Veolia	145.36	29.07	174.43	DD	Waste disposal
SWALEC	777.76	38.88	816.64	DD	March-April 2023
SWALEC	608.83	30.44	639.27	DD	April-May 2023
Westcotec	61.25	12.25	73.50	DD	Street light maintenance fee
TOTAL	9,719.84	402.80	10,122.64		

- 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 discuss quotes from tree surgeons for the cemetery and war memorial:** the quotes had been emailed round to the Councillors and it was agreed to go with Dr. Tree. The Clerk will contact him and tell him to make a start on this.
- Cllr Carr asked why there is no 'any other business' on the agenda, the Clerk explained that this is not being transparent with the public. The public may be interested in a subject, and this give them the opportunity to attend a meeting.
 - Cllr Carr is concerned with overgrown gardens with overhanging roadside brambles and nettles in the public's way. He will write an article for the Parish Magazine on the subject.

11. To propose any items for the next agenda: please advise the Clerk at least a week before the next meeting date. This is a list of items asked for..

- To discuss Christmas lights around the village
- To receive an overview of the Public Right of Way
- To discuss a pedestrian crossing at Pius Drove

12. To note the date of the next parish council meeting – To note the date of the next Full Council meeting – 10th July 2023 at 7pm at Upwell Village Hall

13. Close: the meeting closed at 20.20pm

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Signed by the Chair Date