
Upwell Parish Council

Minutes of the meeting of Upwell Parish Council, Monday 14th March 2022, 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, Cllr. Shaw, Cllr Pugh.

Those Present: Cllr. K Harrison, Cllr. Robinson, Cllr. Aston, Cllr Gooch, Cllr. Rose, Cllr Melton, Cllr. Shorting, Cllr A. Harrison, Cllr Shaw, Cllr Lester, Clerk, M Hilton.

Public: Four

Apologies : Cllr. Williams, Cllr. Pugh, Cllr Rose, Cllr Dawson, BClr Spikings,

MINUTES

1. Welcome and opening remarks:

The Vice-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:

None were given

4. To approve the Minutes of the last meeting

The minutes of the last full Council meeting were approved and signed by the Vice-Chair.

5. Public Forum:

- A parishioner said the Low Side trod, Upwell side, was very uneven and had large puddles on after the rains recently. Also, he had checked the mole issue in the river bank (an agenda item) and said nothing could be done to eradicate them. He also said that the heat source heating system discussed for the potential renovation hall may not be efficient.
- Another parishioner asked about the planning application 22/00188/0 53 Croft Road. Councillor Harrison said the information had been sent through to the planning office today. He did explain that some of the application had been approved and some refused.

6. To discuss and consider the Action Log from previous meetings

- The village feature: Grahame Seaton is dealing with this.
- Issues with Tointons Junction A1101: this has been commissioned and will be completed this financial year.
- Mapboard: Councillor Shaw showed a scaled down version of the map which he will email to the Council.
- Solar Lights on Low Side: Councillor Gooch will contact the contractors
- 29 Dovecote Road partial building collapsed. On the 7th March County Councillor Chris Dawson said the building was up for sale but didn't sell two weeks ago. The fencing belongs to CNC, and they have installed this without the relevant permissions. They have been informed by Highways to remove this and if it is not done then an encroachment/enforcement order will be put in place. when the fencing is down the dangerous wall can then be taken down.
- Overgrown land opposite the school: one branch is still sticking out the Clerk will contact the school.
- The overgrown hedge at Marmont Priory Farm, March Riverside: Councillor A. Harrison will check to see if anything further has been done with this.
- To take over the cemetery permanently from the Borough Council. Councillor: The Clerk contacted Brian Long and Chris Black and they have given no date for a meeting on the next steps to take. Councillor Williams has emailed them and urged a date to be fixed.

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- The obstruction at Dodds Style: this has been removed by Highways and the Police were also present. Many thanks to County Councillor Chris Dawson for his hard work on this matter. Any further obstructions to be reported to the Clerk.
- Baptist Road dyke issues: Councillor Shorting saw an IDB officer on Baptist Road but not sure if he had inspected the non-existent verge.
- Lake Avenue, Lakes End sewage issues: Councillor Rose has chased Freebridge and is working with Upwell Internal Drainage Board and Middle Level Commissioner to obtain an estimate for the works required. This is still ongoing.

7. To discuss 'Great British Spring Clean': Councillor Lester will liaise with the Well Creek Trust and the Welle Tidy groups regarding this.

8. To review the Assets Register: item 53 can be removed, it was the noticeboard outside Joanne's Pantry which has been removed as it can no longer be repaired. Another one may be considered for the village feature site opposite the church.

9. Reports from individual Councillors, Council Groups and Clerk

i. To approve Planning applications: Cllr Harrison

- Planning Application Consultation 22/00013/F Proposed replacement dwelling at Dunroamin Stonehouse Road Upwell Norfolk PE14 9DX *Upwell Planning Group advises approval of this application*
- Planning Application Consultation 21/02187/CU Change of use from garage to dog grooming business at Welbeck 17 Croft Road Upwell Wisbech Norfolk PE14 9HE Upwell Planning Group advises approval of this application
- Planning Application Consultation 21/02274/F Mooring landing stage at Southlands 103 Town Street Upwell Norfolk PE14 9DQ *Upwell Planning Group advises approval of this application*
- Planning Application Consultation 22/00110/F Application for an 8 x 1.2 metre landing stage (approx. 9.6 sq. metres) plus access steps and handrail (approx. 2 sq. metres) at Pinfold House 2 Pinfold Road Upwell WISBECH Norfolk PE14 9DZ *Upwell Planning Group advises approval of this application*
- Planning Application Consultation 22/00072/F RETROSPECTIVE Application for Erection of Pigeon Loft at 82 Town Street Upwell Norfolk PE14 9DF Upwell Planning group advises refusal because having checked this application there have been no recent comments or answers by the applicant/agent to the PC's response, or any correspondence from them at all. CSNN doesn't seem keen although no outright objections, there are two public objections. Given the lack of other information the planning group refuses this application on: - no further information being forthcoming, potential nuisance (caused by droppings) and odours, vermin (as no vermin control measures have been detailed), pigeons resting on neighbouring dwellings or scavenging in neighbouring gardens, attracting other wild pigeons, disposal of waste (droppings) from the pigeon loft.

Upwell Parish Council approved the above decisions.

- #### **ii. To discuss the Queens Platinum Jubilee celebrations:** Cllr Shorting has applied for a grant for £200 for the celebrations. She asked if the Council would pay for the tracks to be painted on the field for the races planned. This would cost £150 plus VAT, this was approved. Also, would the Council pay for the winners medals which are just over £1 each and 200 are required? (rough cost £278). She also asked the Council to consider buying mugs for Upwell Academy school children, rough cost for these is £1000 for 500 mugs. The medals and mugs will be discussed at the next meeting when the actual cost of each is known. Clerk to contact the school and ask how many children are on role.

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- iii. **To discuss date and Content for the Spring edition of the Parish Magazine:** Councillor Lester informed the Council the next copy date is the 25th March, any contributions should be sent to Councillors Aston or Lester.
- iv. **To discuss the new noticeboard at Lakes End village hall:** Councillor Harrison will send information on prices to Councillors ready for the next meeting.
- v. **To discuss Parish Surgery dates and volunteers:** Councillor Aston said the new dates will be circulated by the Clerk and if no volunteers come forward then a rota will be set up. Two are required for each session. Councillor Gooch said she would do one of the Upwell dates.
- vi. **To discuss moles along the riverbank:** it has been ascertained there are too many moles to be able to eradicate them
- vii. **To discuss the Safety Camera Team Partnership Cllr A. Harrison:** the Council asked the Clerk to find out why the speed cameras are only along New Road and Town Street, other roads such as School Road also need to be investigated. Councillor Lester will check with Speedwatch why they have not made contact with a member who is no longer able to undertake watches and wants to return Speedwatch items.
- viii. **To discuss allotment tenancies:** Cllr A. Harrison asked if when a tenant leaves at the end of March whether that allotment can be rented out again, (due to the Cemetery extension). It was agreed this can happen and we have four people on the waiting list. The dyke has lots of rubbish in it, which the Payback Team will remove, if they sort this into different piles Councillor Robinson will try to get this removed. The Clerk was asked to contact the gravediggers and ask for the spoil heap to be tidied. The Clerk asked Councillor Harrison to check the garden allotments on Small Lode as the contact was issued in October still hasn't been signed even though the clerk has chased the tenant several times.
- ix. **To report on Low Side land sale:** a meeting took place and Councillor Melton will compile an email to the two architects that are interested in helping with the site plan, asking them to come up with a plan that best utilises the land.

10. To note any Health and Safety issues:

- The Clerk was asked to write a letter to the owner of the building between 109 and 111 School Road as the guttering is hanging off and could injure someone.
- The Clerk was asked to contact Highways about the uneven surface of the Low Side Trod.

11. Finance

- **To note payments made since last meeting, including discussion on reimbursement of expenses for SAM2 camera movement.** After a long discussion it was agreed to pay the volunteer for his expenses occurred with moving the SAM2 camera.

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Payments for March 2022 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debit	Supplier/Service
Melanie Hilton expenses	35.56	1.91	37.47	EP	HMRC allowance for home working, new folders for new financial year
Salaries	2546.87	0.00	2546.87		
Melanie Hilton		0.00	0.00	EP	70 Hours Clerk 5.75 cemetery hours
Lynn Short		0.00	0.00	EP	39.5 hours
David Aston		0.00	0.00	EP	Hall Managers salary plus 3.75 hours cleaning
Lesley Frary		0.00	0.00	EP	6.5 hours plus 1 x bar managers fee
Charlene Barrett		0.00	0.00	EP	4.25 Hours
Nest Pension Scheme	52.20	0.00	52.20	DD	Clerks pension
HMRC	203.51	0.00	203.51	EP	Month 11 2022
Advanced Scape	281.67	56.33	338.00	EP	2 Dog waste bins and posts for Mudds drove and Squires Dr Three Holes
Anglian Locksmiths	3.20	0.79	3.99	EP	Key for Lakes End noticeboard and screwdriver bit
David Aston	13.95	2.78	16.73	EP	Screwdriver and bits, battery tester for Sam 2 Camera
David Aston	20.03	0.00	20.03	EP	mileage for moving SAM 2 camera 44.5 miles at 45p
Outwell Timber	12.50	2.50	15.00	EP	Post mix for dog waste bins and mirror installation at Lakes End
Norfolk Parish Training & Support	396.07	0.00	396.07	EP	Subscription 2022/23
BCKLWN	3138.11	0.00	3138.11	EP	Parish Council Election and Neighbourhood plan Referendum 22/7/2021
Tim Dewdney		0.00	0.00	EP	38 Hours
Andrew Harrison	60.00	0.00	60.00	EP	Installation of mirror at Tipps End junction and dog 2 waste bins in Three Holes
Advanced Payroll Services	15.00	0.00	15.00	EP	January payroll
Upwell Village Hall	40.00	0.00	40.00	EP	17th Jan Communications meeting 24th Jan Low Side land Sale meeting
Kelvin Judd		0.00	0.00	EP	19.5 Hours Cemetery Gardening, new lock, wood and bolt for cemetery gate
ADT	605.58	121.12	726.70	EP	Maintenance of intruder alarm 31/3/22 to 30/3/23
Public Works Loans Board	1789.52	0.00	1789.52	DD	Loan repayment
Veolia	110.76	22.15	132.91	DD	Waste disposal
Swalec	179.50	8.96	188.46	DD	Street Light Energy
Westcotec	87.50	17.50	105.00	DD	New battery for Sam2 camera
Westcotec	61.25	12.25	73.50	DD	Street light maintenance fee for February 2021
TOTAL	9,652.78	246.29	9,899.07		

- **To note income and expenditure balances reconciled from the previous month:** this was approved. The Clerk pointed out that the election that was called in May 2021 cost the Council £3138.11.
- **To discuss the cost of living pay rise for Clerk backdated to 1st April 2021.** The public, camera operator and the Clerk left the room at this point. The Council held a discussion and the NALC cost of living increase was approved also the backdated pay from 1st April 2021 was approved.

12. To discuss any concerns from Councillors and general correspondence

- **Upwell Matters:** issues with Freebridge tenants at Townley Close there is a business being run from the car park, Freebridge are due to visit the parishioner who complained. It has been noticed that the scrap has been loaded onto a lorry so hopefully this will be removed soon.
- A question was asked would the Parish Council stand and support Ukraine? All matters are being dealt with at Borough Council level and no information has been sent out as yet.
- The village hall refurbishment planning application has been refused/turned down due to the noise from the heat pumps, a revised application will go in shortly.
- **Lakes End Matters:** the village hall committee is doing exceedingly well. They have Easter and Jubilee events planned. They are also looking at getting part of the roof replaced and repairs to the entrance and toilets.

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- **Three Holes Matters: at the village hall** a new electricity supplier has been sorted and a refund is due back. The hall is struggling to get new committee members and users are concerned about the price increases.

13. To propose any items for the next agenda: Bungalows in Green Road

14. To note the date of the next parish council meeting – 11th April 2022 at 7pm at Upwell Village Hall

15. Close: the meeting closed at 20.59pm

Signed by the Chair **Date**