

## UPWELL PARISH COUNCIL

Minutes of an Ordinary meeting of the Parish Council, duly convened on Monday, 11<sup>th</sup> June 2007 at Upwell village hall. Commenced at 7.30 pm with Councillor Neil Morgan in the chair.

**Attending:**

Cllr. David Barnard  
Cllr. Chris Crofts  
Cllr. Jill Gooch  
Cllr. Andrew Harrison  
Cllr. Keith Harrison  
Cllr. Frank Humm  
Cllr. Prue Lester  
Cllr. Neil Morgan  
Cllr. Roger Mungham  
Cllr. David Pope  
Cllr. Chris Robinson  
Cllr. Sylvie Short  
Cllr. Ros Shorting

County Councillor – Harry Humphrey

Clerk – Kate Cobley  
Assistant Clerk - Kate Bennett  
RFO – Paula Hailey

---

**1. Apologies for absence**

There were no apologies.

**2. Signing of the Acceptance of Office**

Cllrs. Pope and Crofts signed their declaration of acceptance of office.

**3. Declarations of Interest**

No councillors declared Interests relating to any of the agenda items for discussion.

**4. Public Forum**

Mrs Kate Blake, of Townley Close, Upwell, presented the meeting with information about a planned charity event she is organising. The event is in aid of the RAF Benevolent Fund, the Fire Brigade Benevolent Fund and the Police Benevolent Fund. The event is scheduled to take place on July 27<sup>th</sup> on the Playing Field in Upwell and in Townley Close. A fifteen minute display by the Red Arrows is planned, amongst many other attractions and events. Mrs Blake petitioned the Council for support and for advice in organising the event, specifically for help in arranging Public Liability Insurance.

**ACTION:** Clerk to make enquiries regarding Public Liability Insurance.

07/22

**ACTION:** Overview Committee to discuss at forthcoming meeting.

**5. Report from Council Surgery**

No member of the public attended the surgery this month.

**6. Presentation by Ady Caplin: Community Safety Project Development Officer. 'Let's Talk' Project**

Mr Caplin presented the Council with information about a proposed project aiming to improve communication techniques between youths and local residents. The project, called 'Let's Talk' works by providing six local volunteers with a specialist 'toolkit' based around negotiation skills. This information is then disseminated to local residents with the objective of preventing anti-social or criminal behaviour by empowering the residents to communicate confidently and effectively with the perceived 'perpetrators'.

Mr Caplin sought the Council's approval to proceed with this project, which was unanimously given, and support in the upcoming work. The Council approved wholeheartedly in the project and offered its help wherever possible.

**ACTION:** Clerk to provide Mr Caplin with a list of local groups for further contact.

**7. Minutes of the meeting held on May 14<sup>th</sup> 2007**

On a proposal by Cllr. Humm, seconded by Cllr. Shorting, the minutes were signed by the Chairman as a true record.

**8. Matters arising from the Minutes (information only).**

The issue of the proposed wind farm at Marshland St. James was raised. Although it was proposed as an agenda item for the June meeting, no more information had been forthcoming from the campaign group concerned so the item was postponed until July.

**ACTION:** Clerk to add as an item to the July agenda.

**9. Report of the Finance Committee.**

The report of the June Finance meeting had been previously circulated. On a proposal by Cllr. Pope, seconded by Cllr. Barnard, the finance report was accepted.

**10. Correspondence Received.**

The Correspondence List had been circulated and the Clerk pointed out a number of items of interest. Members were reminded to look at the Correspondence folder regularly for information on all aspects of Council activity and funding sources.

**11. Report of the Planning committee**

The report of the May Planning committee meeting had been previously circulated. On a proposal by Cllr. Andrew Harrison, seconded by Cllr. Lester, the Planning committee report was accepted.

**12. Report of the Environment & Leisure committee**

The report of the April Environment & Leisure committee meeting had been previously circulated. On a proposal by Cllr. Humm, seconded by Cllr. Lester, the Environment & Leisure committee report was accepted.

Cllr. Pope asked if the maps produced earlier in the year showing local footpaths and rights of way could be reproduced.

Cllr. Short provided an update on the work continuing in relation to the IWA rally and the Villages in Bloom competition. Cllr Short asked the meeting to formally record thanks to Cllrs Pope and Mungham for the assistance they had provided in obtaining the funding for extra refuse bins to be in place during the IWA event.

**Item 13 Rent Increase To St.Peter's PCC.** Cllr. Andrew Harrison reported that there was little progress on this issue and that there was no trace of a contract between the PCC and the Parish Council regarding the land in question. It was agreed that Cllr. Short will organise a meeting with St. Peter's PCC in an attempt to resolve this issue.

**ACTION:** Clerk to reissue footpath maps.

**ACTION:** Cllr. Short to organise meeting with St. Peters PCC.

**13. Report from the Village Halls.**

The Village Halls report had previously been circulated and Cllr. Morgan updated the meeting on an incident which had taken place at Upwell village hall. There was a general discussion about means of improving security for guests at the village hall during events, including the possibility of keypad entry systems. It was agreed that this matter should be discussed by the Village Hall Committee. On a proposal from Cllr. Pope, seconded by Cllr Mungham, the report was accepted.

**14. Health and Safety Issues.**

Cllr. Humm reported that new European legislation regarding the height of park/public benches and seats had come into force. It was noted that, having measured all the seats in the Parish, only one was of an adequate height to meet the new rules.

**15. Internal Council issues.**

**Item a To review Standing Orders.** The Clerk discussed the cosmetic changes that needed making to the current standing orders and asked members for any input. There being no further suggestions it was agreed that the proposed changes be adopted and a new Member's Handbook be issued to all Councillors at the next full Council meeting.

**ACTION:** Clerk to prepare new Member's Handbooks.

- Item b**      **Parish Plan Update Report.** The Clerk presented the Parish Plan update report – the culmination of the Council's sub-group work in relation to the Councillor Responsibility Matrix activities.
- Item c**      **To accept the Minutes of the Parish Assembly.** A copy of the Minutes had previously been circulated. On a proposal from Cllr. Morgan, seconded by Cllr Gooch, the Minutes were accepted as a true record.
- Item d**      **To accept the Minutes of the A.G.M..** A copy of the Minutes had previously been circulated. On a proposal from Cllr. Gooch, seconded by Cllr Barnard, the Minutes were accepted as a true record.

**16. Parish Affairs.**

- Item a**      **C.C.T.V. at Upwell Village Hall.** Cllr. Morgan presented the meeting with the background to this issue, which had already been put before the Finance Committee. As the Police and Borough Council ASBO Officers can do no more to assist the Parish without hard evidence, it was proposed that C.C.T.V. be purchased to protect the premises and furnish the Authorities with evidence of abuse where and when it occurs.

Quotations for suitable systems had already been received and funding is currently being sought.

Cllr. Humm offered to investigate the possibility of funding through the D2 Committee.

**ACTION:** Cllr. Humm to action.

**17. Agenda items for the next meeting.**

- Proposed wind farm at Marshland St. James

**18. Date and time of the next meeting.**

Monday, 9<sup>th</sup> July 2007. Commencing at 7.30pm at Upwell village hall.

Signed as a true record of the meeting: \_\_\_\_\_

Date: \_\_\_\_\_