

## UPWELL PARISH COUNCIL

Minutes of an Ordinary meeting of the Parish Council, duly convened on Monday, 12<sup>th</sup> November 2007 at Upwell village hall. Commenced at 7.30 pm with Councillor Neil Morgan in the chair.

### Attending:

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

Clerk – Kate Cobley  
Assistant Clerk - Kate Bennett

County Cllr. Harry Humphrey

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### 1. Apologies for absence

Apologies were received and accepted from Cllrs. Crofts and Short and Borough Cllr. Spikings

### 2. Declarations of Interest

No declarations were made.

### 3. Public Forum

No member of the public availed themselves of the opportunity to address the Council.

### 4. Police Report by Inspector Mick Bates – Norfolk Police

Insp. Bates presented the meeting with a report covering an overview of staffing details and activities within the Parish during the past six months.

The Safer Neighbourhoods Team for the Upwell area is now almost complete and comprises two Police Officer and seven PCSO's. These staff cover Downham Market and outlying villages as far afield as Emneth, Terrington, Methwold and Feltwell. The team is tasked with responding to community issues, specifically those which affect 'quality of life' and is not part of the emergency response or traffic section of the police force.

Insp. Bates reported that Upwell had been a priority area over the past six months but crime had dropped dramatically in the past four weeks, probably due to a combination of the installation of CCTV at Upwell village hall and an increased police presence. This has seen the number of reported incidents fall from an average of 15.25 in the months June –

September to a total of seven in October and only 1 reported crime (to date) in November. Furthermore, a Dispersal Order has been obtained covering the village hall, Townley Close and The Russetts area of Upwell. This comes into force on November 15<sup>th</sup> and will be in place for six months. It will allow residents to report gatherings of two or more people in the area to the police, safe in the knowledge that they will be moved on before any criminal damage or harassment has occurred.

**ACTION:** Clerk to prepare article for the next parish Council newsletter.

#### 5. **Report from Council Surgery**

Cllr. Barnard reported that he had been approached by a resident wishing to initiate a 'University of the Third Age' group in the local area. 'U3A' offers older people the opportunity to share their knowledge, skills and experience and to acquire new ones in an informal, friendly atmosphere, often in member's homes. There is currently a large group in March, where many members travel to from Wisbech and the surrounding villages, and the Upwell resident was interested to know whether there would be support for such a group locally. The Council agreed that it would prepare an article for the forthcoming newsletter highlighting the group and would monitor interest.

**ACTION:** Clerk to prepare article for the next Parish Council newsletter.

#### 6. **Minutes of the meeting held on October 8<sup>th</sup> 2007**

On a proposal by Cllr. Barnard, seconded by Cllr. Lester, the minutes were agreed as a true record and signed by the Chairman.

**Item 7.13** Cllr. Gooch raised an objection to the minuting of this issue, on the basis that it was a distortion of the event. Cllrs. Pope, Morgan and Barnard supported the minutes and the matter was concluded.

#### 7. **Matters arising from the Minutes (information only).**

**Item 8.8.8.e** Cllr. Pope reported that the air conditioning unit at the Spar Shop on Town Street has now been removed.

**Item 10.9** Cllr. Humphrey reported that Norfolk County Highways had informed him that they did not own the railings on Town Street. This issue was discussed later in the meeting more fully.

**Item 16.a** Cllr. Lester asked for an update on the land sale at Stonehouse Road. The Clerk reported that there had been no further activity or news on investigations to date.

#### 8. **Report of the Finance Committee.**

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

#### 9. **Report of the Planning Committee.**

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

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

The report of the September Environment & Leisure Committee meeting had been previously circulated. On a proposal by Cllr. Humm, seconded by Cllr. Robinson, the report was accepted.

**Item 18 Eyesores/Overgrown land.** Cllr. Pope asked for clarification about the exact location of the land in question. Cllr. Lester informed the meeting and supplied photographs to substantiate the claims. It was agreed the Cllr. Lester should liaise with the Asst. Clerk with a view to bringing the planning enforcement team to bear on this problem.

**ACTION:** Asst. Clerk to contact the Borough Council's Planning Enforcement team, having liaised with Cllr. Lester.

**Item 13 Allotments.** Cllr. Pope wanted to note that this information was probably 'hearsay' and was not a result of the investigations of the allotments committee (as no such committee meeting had yet been held). He wished to suggest that this issue was not 'closed' as the minutes of the E&L Committee meeting suggested.

**ACTION:** Cllr. Crofts to initiate a sub-group meeting at the earliest opportunity.

**11. Report from the Village Halls.**

Cllr. Morgan gave a verbal report on activities at Upwell village hall. Cllr. Humm gave a verbal report on activity at Three Holes village hall.

**12. Correspondence**

The Clerk drew members' attention to a number of items received and reminded them to look at the correspondence folder for information about activities.

**13. Health and Safety Issues.**

Cllr. Humm had nothing to report this month. Cllr. Morgan asked for volunteers to form a group looking at Health and Safety practices, documentation and Risk Assessments for the Parish Council. Cllrs. Humm, Lester and Barnard all offered their services and agreed to liaise with regards to arranging a meeting.

**14. Internal Council issues.**

**Item a Sub-Group Reports.** A number of reports had been received. The Chairman reminded all sub-group leaders to produce a report for Council each month and send them to the Clerk, who would circulate them to Council members.

**Item b Upwell/Outwell Christmas Get Together.** The Clerk informed councillors of the date and time of the event and asked for confirmation of numbers and a £5 payment per head to reach her well before the event.

**15. Parish Affairs.**

**Item a**            **Christmas Lights Competition.** Cllr. Morgan reported on plans to hold the annual Christmas Lights competition again this year. Former councillor, Hazel Medlock, had been asked to help with the judging, which will take place on December 19<sup>th</sup>. Help was asked for to help with the judging and Cllrs. Shorting and Humm both volunteered their services. Prizes will be presented to the winners at the beginning of the January Full Council Meeting.

**Item b**            **Flood Risk on Well Creek.** A report on the situation had previously been circulated. Cllr. Morgan summarised the situation and suggested a watch be kept on Borough Council activities to reassess the area.

**Item c**            **Riverside Railings on Town Street and Rectory Road.** Cllr. Andrew Harrison reviewed the history of this situation for Council members. Norfolk County Highways are not admitting ownership of the railings but have offered to remove the old concrete and timber structures and replace them with reflective posts. There was a general discussion about the actual ownership and agreement that they should be preserved as a feature of the village and as a protection against pedestrians/vehicles entering the river.

Cllr. Andrew Harrison offered to carry out a survey to ascertain the exact state of the railings and any repair work needed – in conjunction with Outwell Parish Council, who's area the railings extend into.

Cllr. Barnard was asked to approach the Middle Level Commissioners for any documentation that may help with ascertaining ownership and it was agreed that this issue should be kept on the agenda at the next full Council meeting.

**ACTION:** Cllr. Barnard to contact Middle Level Commissioners to ascertain whether they have any documentation pertaining to the ownership of these railings.

**ACTION:** Cllr. Andrew Harrison to carry out structural survey of the railings and detail any repairs needed.

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

- Riverside Railings on Town Street, Upwell.

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

Monday, 10<sup>th</sup> December 2007. Commencing at 7.30pm at Upwell village hall.

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

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