

## UPWELL PARISH COUNCIL

Minutes of an Ordinary meeting of the Parish Council, duly convened on Monday, 8<sup>th</sup> October 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. Prue Lester  
Cllr. Neil Morgan  
Cllr. Roger Mungham  
Cllr. David Pope  
Cllr. Chris Robinson  
Cllr. Sylvie Short  
Cllr. Ros Shorting

Clerk – Kate Cobley  
Assistant Clerk - Kate Bennett

Borough Cllr. Vivienne Spikings  
County Cllr. Harry Humphrey

---

### 1. Apologies for absence

Apologies were received and accepted from Cllr. Humm .

### 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

The Clerk reported on a visit to the Norfolk Police Citizen Focus Group meeting in Kings Lynn on September 24<sup>th</sup>. County Councillor Harry Humphrey then reported on a meeting with Inspector Bates at Downham Market on October 3<sup>rd</sup>. He advised the Council that a Dispersal Order has now been applied for to cover the area of the village hall, Townley Close and The Russetts. This will be in place for six months and may be extended after that initial period. He also reported that 70 speeders were stopped and 61 'Stop And Searches' were carried out in Upwell during the previous two weeks. The Chairman asked Cllr. Humphrey to produce the information in writing for Councillors at its next meeting.

Cllr. Morgan reported to Council that CCTV footage from the newly installed system at the village hall was not producing 'results' as yet, due to the lack of DVD viewing facilities at Downham Market police station. There was disagreement about the availability of this facility as Cllr. Humphrey reported that the station does now have a DVD player, while Cllr. Shorting replied that she had been told that DVD facilities were not available.

Cllr. Shorting also raised the issue of a possible 'fast-track' system for prosecuting anti-social behaviour. It is understood that this is under discussion but it is not known when an outcome is likely.

**5. Report from Council Surgery**

Cllr. Morgan reported on concerns raised by a local resident regarding the land sale on Stonehouse Road. The resident, who did not wish to be identified, was concerned about the possibility of travellers buying the site and occupying it without planning permission. The issue was already on the meeting agenda and the resident was invited to stay for the remainder of the meeting to hear an update on the situation.

**6. Minutes of the meeting held on August 13<sup>th</sup> 2007**

The minutes of this meeting, agreed at the meeting of September 11<sup>th</sup>, were signed by the Chairman as a true record.

**7. Minutes of the meeting held on September 11<sup>th</sup> 2007**

On a proposal by Cllr. Pope, seconded by Cllr. Barnard, the minutes were agreed as a true record and signed by Cllr. Andrew Harrison who chaired that particular meeting.

**Item 13** Cllr. Gooch raised an objection to the Council's August Press Release and the minuting of the arising discussion in the September minutes. Cllr. Morgan responded by reminding Cllr. Gooch that this item was not on the agenda, had not been on the September agenda. Furthermore, communication between Councils must be between the respective Parish Clerks and not conveyed by individual Councillors.

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

**Item 8.8.e** Cllr. Pope reported that the Borough Council's Planning team had taken photographs of the air conditioning unit at the Spar Shop on Town Street and would notify the owner whether planning permission is indeed required.

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

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

**10. Report of the Planning Committee.**

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

**Item 8.** Cllr. Spikings gave a full report on the progress of enforcement against the five items listed in the planning report.

**Item 9** Cllr. Barnard confirmed that Highways does, in fact, own the railings alongside the river through Upwell.

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

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

**Item 13.a Sub-Group Reports.** Cllr. Crofts was concerned that the minuting of this item was inaccurate as he had supplied a report to the full Council at the September meeting.

**12. Report from the Village Halls.**

As Cllr. Morgan had been away there was no village halls report this month. Cllr. Harrison gave a verbal report on activity at Upwell village hall.

**13. 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.

**14. Health and Safety Issues.**

Cllr. Lester had nothing to report this month. Cllr. Morgan reported that there were queries as to the accuracy of information on the current report forms and the nature of their relevance to the Risk Assessment. He suggested that a meeting be held to fully discuss and agree Health and Safety reporting and Risk Assessment procedures (volunteers will be sought at the November meeting).

**15. 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 Broadband Access For CCTV.** Cllr. Morgan presented the Council with the recommended package for broadband access (from BT) and reminded the meeting that the cost had been approved by the Finance committee and would be shared with the village hall.

**16. Parish Affairs.**

**Item a Update on land for sale on Stonehouse Road.** The Clerk reported on progress with Trading Standards, who are now investigating this case. Cllr. Spikings also reported on a site visit carried out by the Borough Council and advised on possible actions that can be taken should a caravan appear on the site.

**Item b Remembrance Sunday.** Cllr. Morgan asked for support from all Councillors to attend the Remembrance Sunday service on November 11<sup>th</sup> and reported that a donation to the Royal British Legion had been made (enabling a wreath to be purchased).

07/41

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

- Police attendance by Insp. Bates
- Christmas Lights
- Flooding
- Upwell/Outwell Council Christmas Get Together

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

Monday, 12<sup>th</sup> November 2007. Commencing at 7.30pm at Upwell village hall.

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

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