

## UPWELL PARISH COUNCIL

Minutes of an Ordinary meeting of the Parish Council, duly convened on Monday, 13<sup>th</sup> July 2009 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. Sylvie Short  
Cllr. Ros Shorting

Clerk – Kate Cobley  
Asst. Clerk – Kate Bennett

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**1. Apologies for absence**

Apologies were received and accepted from Cllr. Robinson.

Apologies were given in advance for Cllr. Mungham who would be away until October.

**2. Declarations of Interest**

Cllrs. Mungham, Barnard and Crofts declared a general interest in item 13.a Well Creek Bank Management. These Councillors are all part of the Welle Creek Trust, which had previously debated this item and reported in favour of the proposal. The Chair felt that the interest was not prejudicial and no councillor stood to gain from the proposal so the interest was noted for transparency of the proceedings.

**3. Public Forum**

No members of the public attended.

**4. Report from Council Surgery**

No one attended Council Surgery this month.

**5. Minutes of the Ordinary meeting held on June 8<sup>th</sup> 2009**

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

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

**Item 13.a War Memorial.** Cllr. Morgan reported on progress with the war memorial project and thanked everyone involved for their efforts, reserving special praise for Cllr. Andrew Harrison who led instigated and lead the project.

**Item 14.d Tree Protection Orders.** Cllr. Lester asked Cllr. Pope for the list of TPO's.

**ACTION:** Cllr. Pope to send directly to Cllr. Lester.

**7. To receive the report of the Finance Committee**

The report of the July Finance meeting had been previously circulated. On a proposal by Cllr. Pope, seconded by Cllr. Barnard, both reports were accepted.

**Item 10.0 Waste Collection.** Council was asked whether it was appropriate to ask Welle Creek Trust to finance 50% of the cost of an extra bin as the Council had recently renegotiated the waste collection contract and had managed to make substantial savings. There was some discussion but it was felt that as the bin was an addition, and was therefore costing the Council more than they would have been spending on this service, it was still fair to ask the Trust to pay for half the cost. It was also pointed out that the bin was seasonal and for boaters rubbish – not general waste.

**8. To receive the report of the Planning & Transportation Committee**

The report of the June Planning and Transportation Committee meeting had been previously circulated. On a proposal by Cllr. Shorting, seconded by Cllr. Lester, the Planning & Transportation report was accepted.

**Item 6.b. Site Allocations & Development Plan.** Cllr. Pope asked that he be sent a copy of this and that paperwork should generally be circulated to all appropriate councillors rather than 'held for reference' by either clerk.

**ACTION:** Asst. Clerk to action.

**Item 7.d. Town Street Resurfacing.** It was established that the area to be resurfaced should include the stretch from Ransom's Close to Church Bridge in addition to the stretch to New Bridge.

**Item 8.0 Methodist Footbridge Work.** It was reported that the proposed work to the Methodist footbridge would take place before the winter.

**9. To receive the report of the Environment & Leisure Committee**

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

- Item 7.0. Home Watch.** Council was asked whether there was funding available to purchase a number of shed/purse and personal alarms to hold 'in stock' for onward sale to Home Watch members. It was proposed that this should be passed to Finance committee for discussion.

**ACTION:** Clerk to assess costs & report at Finance Committee.

- Item 13.0 Garden Allotments .** An update was called for and the Clerk gave a verbal report, agreeing to produce a formal report be presented at Council next month.

**ACTION:** Clerk to action.

- Item 15.0 New Litter Bin .** Siting of the new letter bin on Church Bridge was discussed. Suggested sites had been agreed and a licence now needed to be obtained from the NCC Highways. There was some discussion about obtaining retrospective licences for other bins already in place.

**10. To receive the Village Halls' reports**

Following the circulation of a written report on activity at Upwell village hall, Cllr. Morgan gave a verbal report, updating councillors on events.

**11. 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.

**12. Health and Safety Issues.**

There were no Health and Safety issues to report this month.

**13. Parish Affairs**

- Item a. Well Creek Bank Management.** Prior to the meeting, the Clerk had circulated a document from the Middle Level Commissioners regarding a proposed project to encourage biodiversity on the banks of Well Creek. The meeting then discussed the proposal with a view to accepting it and commenting back to the Middle Level.

Cllr. Morgan reminded the meeting that a number of councillors sat on the Welle Creek Trust, which had previously voted to accept the proposal.

There were a number of questions raised about the project, including the feasibility of keeping the sweet grass clear of the area, likely germination of natural species, the possibility of increasing the water flow and informing residents of the activities. The Clerk and members of the Welle Creek Trust answered questions where they could.

**Proposal:** To accept and encourage the Middle Level Commission's proposal to encourage biodiversity along the banks of the Well Creek by cutting the reed sweet grass on the North West side of the creek for three years.

**Proposed By:** Cllr. Gooch  
**Seconded By:** Cllr. Humm

All agreed by a show of hands.

- Item b. Car Parking/Sales & Scrap Yard at Three Holes.** Council heard about the increasingly worsening problem of cars/vans/trailers being parked on the road/verges/layby at Three Holes and the added complication of car sales possibly taking place from the garages and a scrap yard operating between the two garage premises. There were concerns from residents about pollution, fire risks and safety on the main road due to the blockages.

There was a detailed discussion about the situation and it was reported that efforts had been made in the past to try to clear this area.

It was agreed that the issue should be pursued and that the Fire Brigade, Planning Department, Highways Department and Environmental Health should all be brought in to help deal with rectification (where possible).

**ACTION:** Clerk & Asst. Clerk to action.

- Item c. Town Street Resurfacing.** Council heard that, despite numerous attempts, NCC Highways were still unwilling to properly resurface Town Street in Upwell. The road had not been properly resurfaced for decades and houses along the street shake considerably when HGV traffic passes. Despite numerous site visits and correspondence from NCC Highways, no work is planned to rectify the problems. It was suggested that a petition be raised, to be signed by residents of Town Street and other road users, calling for a full and proper resurfacing of the road. There was a general discussion about this idea and a proposal was put forward:

**Proposal:** To raise a petition calling on Norfolk County Council to fully replace the road structure and surface of Town Street between the points of Ransome's Close and New Bridge.

All councillors agreed that this should be a Council initiative and that a draft petition should be presented to the Planning & Transportation Committee at their next meeting.

**14. Internal Council Affairs**

- Item a. Training.** Forthcoming training courses were discussed and Councillors agreed to attend where possible.

**15. Agenda Items For The Next Meeting**

- Three Holes Scrap Yard/Car Parking/Sales
- Report from the Southern Neighbourhood Meeting
- Report from Overview Committee
- Report on Garden Allotments
- Report on progress with Town Street resurfacing petition

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

Monday, 10<sup>th</sup> August 2009. Commencing at 7.30pm at Upwell village hall.

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

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