

UPWELL PARISH COUNCIL

Minutes of an Ordinary meeting of the Parish Council, duly convened on Monday, 14th September 2009 at Upwell village hall. Commenced at 7.30 pm with Councillor Andrew Harrison in the chair.

Attending:

Cllr. David Barnard
Cllr. Chris Crofts
Cllr. Jill Gooch
Cllr. Andrew Harrison
Cllr. Keith Harrison
Cllr. Prue Lester
Cllr. David Pope
Cllr. Sylvie Short
Cllr. Ros Shorting

PCSO Steve Ross – Norfolk Constabulary

Clerk – Kate Cobley
Asst. Clerk – Kate Bennett

1. Apologies for absence

Apologies were received and accepted from Cllrs. Roger Mungham, Morgan, Robinson and Humm.

2. Declarations of Interest

There were none.

3. Public Forum

PCSO Steve Ross reported to Council on recent police activities and answered Councillors questions about reported incidents. There was also a discussion about the use of restorative justice in the community, which will be used where appropriate when dealing with minor offences.

PCSO Ross left the meeting at 7.42

4. Report from Council Surgery

No one attended surgery this month.

5. Minutes of the Ordinary meeting held on August 10th, 2009

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

6. Matters arising from the Minutes (information only)

Item 6.6.14 Tree Protection Orders. Cllr. Short asked for an update and there was a discussion about where this information is held.

ACTION: Clerk to contact Borough Council and report back at the next full council meeting.

Item 8.11.a Cemetery. Council was informed that Community Service had been in to the cemetery to carry out maintenance.

7. To receive the report of the Finance Committee

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

Cllr. Lester asked about a request which had been made for No Littering Signs. It was agreed that the Clerk would add this item to the agenda of the next Finance Committee meeting and report back to full council in October.

ACTION: Clerk to report on action at the next full council meeting.

8. To receive the report of the Environment & Leisure Committee

The report of the August Environment & Leisure Committee meeting had been previously circulated. On a proposal by Cllr. Crofts, seconded by Cllr. Lester, the report was accepted.

Item 12.0. Article on Apple Growing. Cllr. Lester advised that she had had difficulty in finding contacts for the feature on apple growing planned for the newsletter. It was agreed that an appeal for information should go out in the next newsletter, with the article being prepared for the December issue.

ACTION: Clerk to report on action at the next full council meeting.

Item 11.0 Cemetery. Cllr. Crofts reported that he had spoken to Emneth and Outwell about their management of cemeteries and it was concluded that each Parish managed their graveyards differently. It was agreed that the issue should be discussed again at the next Environment & Leisure Committee meeting via Cllr. Morgan.

ACTION: Asst. Clerk to add to the October E&L agenda.

9. To receive the Village Halls' reports

Cllr. Shorting gave a verbal report on activities at Upwell village hall since the last meeting.

10. Health and Safety Issues.

Cllr. Andrew Harrison reported on an issue with Cllr. Frank Humm cutting the grass on the public footpath off Dovecote Road. Cllr. Humm carries this work out voluntarily and a conversation had been had with the Borough Council at Kings Lynn regarding this as they are responsible for grass cutting of this footpath. The Borough Council had no objection but reminded Cllr. Humm that he was not insured in any way. The Parish Council too gave Cllr. Humm their blessing but asked for an acknowledgement in writing that he understood that he was not indemnified in any way .

ACTION: Clerk to obtain acknowledgement from Cllr. Humm ASAP.
ACTION: Cllr. Lester to obtain a cutting list of footpaths and schedules from David Mills: Rights of Way Officer and report back at the next full council meeting.

11. Parish Affairs

Item a. Vehicles on verges at Three Holes . the asst. Clerk reported on the ongoing investigation into the vehicle ownership and ownership of the land.

ACTION: Asst. Clerk to establish with Highways the ownership of the land and ascertain why it is not Highways property if it is found to be so and report back at the next full council meeting.
ACTION: Clerk to email SNT team and ask for a tax/MOT check to be carried out on vehicles parked and report back at the next full council meeting..

Item b. Dyke clearance at Health Centre . There was a discussion about litter and fallen branches in the dyke bordering the Health Centre car park. The issues of Community Service teams clearing the area was raised but questions about insurance needed to be addressed.

ACTION: Asst. Clerk to ascertain what insurance was required for CS to clear dykes and to add the item to the forthcoming Environment & Leisure Committee agenda.

Item c. Testing vehicle on Town Street. It was reported that results were due from this but that County Councillor Harry Humphrey should have been reporting and was not present this month.

ACTION: Clerk to remind Cllr. Humphrey and obtain results prior to the September P&T meeting.

- Item d. Possible new travellers site on Small Lode.** There was a discussion about the appearance of a number of caravans at Primrose Farm on Small Lode and rumours that a family of travellers now owned the site and were planning further caravans/buildings etc. There was also concern that the bridle path running past the entrance to the site had been fenced off and access was impassable. The Clerk had received several letters of concern from local residents.

Cllr. Pope informed the meeting that the issue had already been taken in hand by the Borough Council and that a High Court injunction had been obtained preventing any further incursion onto the site or development of it.

ACTION: Clerk to write to Neil Langley at Borough Council about the situation and reply to residents informing them of this news ASAP.

12. Internal Council Affairs

- Item a. Willow Tree Cutting on Small Lode.** Following reports that a willow tree belonging to the Parish Council had been cut back to its trunk (pollarded) on Low Side, there was a discussion about the situation, including the ownership of the tree and it was concluded that the tree was in all likelihood not the Council's property and that if the resident concerned had claimed it as her own then she would be liable for its future maintenance.

- Item b. Correspondence.** This standard item had been missed off the agenda and so the Clerk raised items of correspondence for Councillors interest at this point.

Items included an offer of training for Councillors which the Clerk was asked to follow up and a letter from the Borough Council at Kings Lynn regarding local government reorganisation.

ACTION: Clerk to action & report back at next full council meeting.

13. Agenda Items For The Next Meeting

- Update on work to tidy the cemetery

14. Date and time of the next meeting.

Monday, 12th October 2009. Commencing at 7.30pm at Upwell village hall.

Signed as a true record of the meeting: _____

Date: _____