

## UPWELL PARISH COUNCIL

Minutes of an Ordinary meeting of the Parish Council, duly convened on Tuesday, 4<sup>th</sup> May 2010 at Upwell village hall. Commenced at 7.30 pm with Councillor Neil Morgan in the chair.

**Attending:**

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 (from 7.50pm)

Clerk – Kate Cobley  
Asst. Clerk – Kate Bennett

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**1. Apologies for absence**

Apologies were received and accepted from Cllrs. Crofts, Gooch, Borough Councillor Vivienne Spikings and County Councillor Harry Humphrey.

**2. Declarations of Interest**

No declarations were made.

**3. Public Forum**

No members of the public attended the meeting this month.

**4. Police Report**

PCSO Steve Ross was unable to attend this month so there was no report.

**5. Report from Council Surgery**

No members of the public attended surgery this month.

**6. Minutes of the Ordinary meeting held on March 1<sup>st</sup> 2010**

With the following amendment noted and after a proposal by Cllr. Lester, seconded by Cllr. Humm, the minutes of the meeting of March 1<sup>st</sup> were agreed and signed as an accurate record of the meeting by the Chairman.

**Amendment to item 14.a. Gritting of Health Centre Car Park.** Cllr. Andrew Harrison will not carry out *any* gritting in the parish in future.

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

**Item 10.0 Environment & Leisure Report.** Cllr. Short confirmed that there would be eight gardens opening to the public on 27<sup>th</sup> June for the Open Gardens event.

**Item 10.0 Environment & Leisure Report.** Cllr. Andrew Harrison reported that the tree growing out of a dyke on Squires Drove had been removed by a local resident: David Forth. The dyke had also been cleared. The meeting asked the Clerk to write a letter of thanks to Mr Forth.

**ACTION:** Clerk to action.

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

The May meeting of the Finance Committee had taken place immediately prior to the full Council meeting so no minutes were available. Cllr. Morgan ran through the contents of the meeting and advised members that minutes would be available shortly. The minutes of the meeting held on April 6<sup>th</sup> were agreed as an accurate record and after a proposal by Cllr. Pope, seconded by Cllr. Andrew Harrison, they were signed by the Chairman.

**ACTION:** Clerk to circulate end of year accounts to all councillors..

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

Cllr. Morgan circulated a report on Upwell Village Hall activities and asked councillors if they could take time to help out at the next committee meeting or by attending hall events.

**10. Health and Safety Issues**

Cllr. Humm sought clarification of the scope of his role and raised the issue of accidents occurring at Lotts Bridge due to poor road markings. There was a discussion and it was agreed that the Asst. Clerk should contact NCC Highways with a view to changing the lane markings.

**ACTION:** Asst. Clerk to action and report back at next meeting.

**11. Correspondence**

The Clerk drew members attention to a number of items received and reminded them to look at the correspondence file for information about training and meetings. The following actions were agreed:

**ACTION:** Clerk to copy letter from BCKLWN regarding cemetery maintenance to Cllr. Morgan and E&L ctte.

**ACTION:** Clerk to reply to Mrs Underwood regarding her complaint about the hedge on Small Lode.

**ACTION:** Clerk to organise an advert for the land on Low Side – to become vacant at the end of this year.

**12. Parish Affairs**

No items were raised this month.

**13. Internal Council Affairs**

**Item a. Co-option of new councillor.** The Clerk had previously circulated details of the candidates to all councillors. Members of the Overview committee, who had previously met with the candidates, spoke about each and a secret ballot followed. After the first round of voting there was a clear majority vote for Mr Brian Carr and Cllr. Morgan declared that he happy to use that as the decision to select Mr Carr as the new councillor.

All agreed.

**ACTION:** Clerk to write to remaining candidates and ask them to stand at the full council elections next year.

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

No items were put forward.

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

The next full meeting of the council will take place on Monday, 7<sup>th</sup> June 2010 at 7.30pm in Upwell village hall.

Cllr. Morgan tendered his apologies in advance.

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

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