## **Draft Minutes of the meeting of Upwell Parish Council, Monday 8th November 2021, 7pm**

**Committee Members**: Cllr. Williams (Chair), Cllr. Aston (vice-chair), Cllr. Gooch, Cllr. A Harrison, Cllr. Shorting, Cllr. K Harrison, Cllr. Lester, Cllr. Robinson, Cllr. Rose, Cllr. Melton.

**Those Present**: Cllr. Williams, Cllr. K Harrison, Cllr. Robinson, Cllr. Aston, Cllr Gooch, Cllr. Rose, Cllr Melton, Cllr. Shorting, Cllr A. Harrison, Cllr. Lester, BCllr Spikings, CCllr Dawson, Clerk, M Hilton.

**Public**: sixteen

**Apologies** : none

## **MINUTES**

### **Welcome and opening remarks:**

The Chair welcomed everyone to the meeting. He announced the meeting was being filmed by Welle Film Club.

### **To consider and approve apologies for absence:**

None were given

### **To declare any conflicts and pecuniary interests on any items on this month’s agenda:**

Councillor Rose said he was on the Three Holes Committee.

### **To approve the Minutes of the last meeting**

The minutes of the last meeting were approved and signed by the Chairman.

1. **Public Forum:** A member of the public asked if the Council would approve a spilt of Lakes End and Three Holes away from Upwell Parish Council. Another parishioner said there was speeding along the A1101, also there used to be a mirror at Tipps End Junction (this is thought to have been owned by a resident who had since moved). The Chair said that Highways did not support installation of mirrors. Councillor Lester said the Sam2 camera should be back in operation at the end of November and could possibly be used along this stretch of road. The data would be available early in 2022. Another parishioner from Pius Drove, said there were many large lorries on this road. Could the obstructions be removed from Dodds Style this had been going on for 5 years, the Chair said complaints had been passed to County Council. Another parishioner asked for a consultation with the Parish Council regarding the refurbishment of Upwell Village Hall.

County Councillor Dawson told the Council the new road signage at Tointons junction showed a staggered junction not a crossroads. This should be a crossroads sign. County Councillor Dawson will get this clarified.

1. **To discuss Casual Vacancies candidates:** the Clerk read the instructions to the Council for the ballot for the Casual vacancies
2. **To hold a ballot for the three vacancies:** the ballot took place the Clerk counted the votes and this was checked by Councillor Melton
3. **To announce the results of the ballot:** the Clerk announced Mr. Rob Shaw and Mr. Bill Pugh had been successful having received six and nine votes respectively. Unfortunately Ms. K Stanley and Ms. S Henworth did not receive enough votes. Ms. K Stanley was thanked by the Council and the Clerk will email Ms. S Henworth who was unable to attend this evening.

### **To discuss and consider the Action Log:**

* The village feature: Grahame Seaton has written to tree conservation about removing a cherry tree from the site.
* Issues with Tointons Junction A1101: no further update on this.
* Mapboard: no further update
* Solar Lights on Low Side, Councillor Gooch is in touch with the company, who have a shortage of materials
* Dropped curb opposite Tweeds Butchers, Mark Sharman from Highways has noticed a puddle forms here, so this is being investigated.
* 29 Dovecote Rd partial building collapsed. There has been no reply from building control. Clerk to email County Council Dawson for help on this issue.
* Overgrown land opposite the school: County Councillor Dawson has spoken to the school. It is the school’s responsibility to action this.
* Solar lights in Lakes End and Three Holes, this is on hold until the others are installed in Low Side
* Councillor Williams has emailed the owner of the overgrown hedge at Marmont Priory Farm March Riverside and has been assured this will be cut back. The owner commented on speeding traffic, this however, is a highways matter. The Clerk will respond to the email from the owner and explain this is not a Parish Council issues but for County Council (Highways)
* To take over the cemetery permanently from the Borough Council. Councillor Williams has asked for a meeting in November to discuss this.
* Queens Platinum Jubilee. The Clerk is yet to email other groups to see if they want to join forces.
* Dog waste bin Back Lane, off Pius Drove, a proposal from Upwell Parish Council to Outwell Parish Council was for Upwell to purchase the waste bin and Outwell to pay for emptying it. No response yet from Outwell Parish Council.
* Riverside moorings, Councillor Aston had a meeting with Welle Creek Trust. The Planning department at the Borough Council will inform the Welle Creek Trust when applications are made. There was an article in the magazine regarding moorings, some have now been tidied up and revamped. Middle Level can remove unsafe moorings, and the boats all need a safety certificate and insurance.

**10. To discuss a communication strategy**: the Chair asked the Council if they thoughtstreaming the Parish Council meetings was a good idea? The Borough Council meetings are streamed and have been for a while. Would a separate committee or working party be a good idea? Clerk to add Communications to the Councillor Responsibility Matrix which will be updated next month.

**11. To discuss the next edition of the magazine:** the copy date is 27th November 2021. If you would like to write an article, please get this to Councillors Aston or Lester. Councillor Aston will send interview questions to both new Councillors, hopefully this will be in the next edition.

**12. To discuss the Upwell Parish Christmas light competition:** there are three cups including a business and residential cup. The inspection date will be the 16th December 2021. There will be an article in the magazine regarding the competition.

**13. To discuss a Christmas get together with Outwell Parish Council:** Councillors agreed to hold this at The Crown, still waiting a response from Outwell Parish Council regarding this.

**14. To discuss the cutting of the Public Rights of Way (PRoWs):** Councillor Lester reported the second cut has not been done. The sign at Dovecote Farm has vanished. Clerk to ask regarding why the second cut has not been completed and order a new sign.

1. **Reports from individual Councillors, Council Groups and Clerk:**
2. To approve Planning applications: *Cllr Harrison* the Neighbourhood Plan is now being drawn upon for recommendations
* Planning Application Consultation 21/01171/F Change of use of land to use as residential caravan site with 5 caravans/mobile homes, including laying of hardstanding and erection of amenity building at Caravan 1 Seasonal Traveller Site S of Primrose Farm 173 Small Lode Upwell Wisbech Norfolk. *A statement from the Planning Group with our points for Refusal of the application. I have been through the 2011 appeal decision: Appeal Ref: APP/V2635/A/10/2139784 Primrose Farm, Small Lode, Upwell, Wisbech PE14 9BL and condition 3 is:3) No more than 4 caravans, as defined in the Caravan Sites and Control of Development Act 1960 and the Caravan Sites Act 1968, (of which no more than 2 shall be static caravans or mobile homes) shall be stationed on the site at any time. A further static caravan was permitted on plot 1 to accommodate the older children of a previous resident (ref 14/00029F) but the current application does not relate to personal circumstances. This application should be refused on the above grounds. In addition, at the Planning Committee in August of this year permission was granted for 4 Travellers' pitches (19/00451/F) opposite Primrose Farm. During the committee meeting, contrary to the Applicant's assertion and interpretation of PPTS, Policy CS09 and the 2016 GTAA, a Planning Officer reported that the Borough wide need as a whole was for five further pitches. 19/00451/F has provided four of these. Therefore, the Borough only has need of one further pitch. Currently there are nineteen pitches in close proximity on Small Lode and UPC do not consider that, in view of the above, there is either the need for a further three pitches at Primrose Farm or that an increase to 22 on adjacent sites would be acceptable.*
* Planning Application Consultation 21/01961/F Proposed extension at Braybrook 19 Town Street Upwell Norfolk PE14 9AF. *The planning working group advises approval this application.*
* Planning Application Consultation 21/01976/RM RESERVED MATTERS: Construction of a dwelling including a new access at Plot North of 19 Dovecote Road Upwell Wisbech Norfolk PE14 9HB. *The Planning Group approve this application but would prefer to see the chimney stack integrated into the wall/roof as with neighbouring dwellings, rather than the 'added on afterwards' effect the current proposal suggests.*
* Planning Application Consultation 21/01847/F Proposed extension & internal alterations. Proposed car port at 82 New Road Upwell Wisbech Norfolk PE14 9BP. *The Planning Group advises refusal of this application. The proposal is contrary to the Neighbourhood Plan Housing Policy H3; Design which applies to extensions as well as new builds. The design is not in keeping with the street scene or that of the neighbouring dwelling.* All recommendations were approved by the Council.
1. **To Receive Village Hall update** *Cllr Williams.* The tender packages have been redrawn and will be sent out to applicants. The bids will be anonymised and a small group of Councillors will produce recommendations to the Council. (This will be Councillors, Lester, Robinson and Melton)
2. **To note Clerks appraisal October 2021:** *Councillors. Williams and Aston***:** the members of the public and film club were asked to leave at this point.The Clerk was congratulated on passing CiLCA. Councillors Aston and Williams signed the Clerks appraisal**.**
3. **To Note any Health and Safety issues:**
* the corner of the dyke on Baptist Road is eroding. This maybe AD Hurst or and IDB issue. Councillor Shorting will check with drainage board.
* The land that was reported to the owner on the corner is still overgrown. The Clerk will write to owner again.
* At Jubilee Cottage (Toll Road, Lotts Bridge Christchurch) the hedge needs cutting back as the marker post is in the middle of the hedge is not visible.

### **Finance:**

1. The outstanding payments were approved for payment by the finance committee. Salaries are shown together re data protection.



1. Cashbook was noted.
2. To discuss the budget for 2022-23: Clerk to schedule another finance meeting to discuss this

### **To discuss any concerns from Councillors and general correspondence:**

* Open letter received at October 2021 meeting regarding Upwell Village Hall refurbishment: this letter had been sent to Liz Truss MP, the Council have responded to Liz Truss. Eastern Multi Academy Trust (Upwell Primary School) wrote to the Council to say they had nothing to complain about and wish the Council well with the refurbishment. The letter asked for a consultation, Councillor Rose and Councillor Williams will set a date for a Council Surgery to be held at Three Holes and Lakes End. The Lakes End one will coincide with County Councillor Dawson’s visit to the village. Councillor Williams pointed out a consultation they had taken place in August 2020 and a leaflet drop was completed for the center of Upwell before this meeting.
* Correspondence from a parishioner regarding large tractors driving through the village: the large tractors were collecting maize for the ADP plant. Next Autumn Councillors will keep a look out for maize fields and the Clerk can then write to ADP plant to ask them to drive slower through the village.
* Correspondence from a parishioner regarding March Riverside, volume of traffic and noise pollution, this was discussed under Action log item
* Correspondence regarding horse faeces along Mudds Road: it is illegal to walk or ride a horse along the pavement. Councillor Rose has written to the fly-tipping team at the Borough Council regarding this. An article will be put in the magazine regarding this.
1. **Proposed Agenda items for next meeting:** to be sent to the Clerk
2. **Next meeting date:** Finance meeting 6th December 2021 7pm, next full Council meeting 13th December 2021 7pm at Upwell Village Hall.

### The meeting closed at 8.40pm.

**Signed by the Chair ……………………………………………………………………………………. Date ……………………………**