

## UPTON PARISH COUNCIL

**MINUTES of the Parish Council meeting held on Wednesday 17 January 2018 at the Village Hall, Church Lane, Upton commencing at 7.30 pm**

**Present: Councillors:**

**Ian Johnson (Chair)**  
**Adrian Wood**  
**Theresa Pick**  
**Malcolm Yates**  
**David Jordan**  
**Peter Snow**

**In attendance:**

**Member of the public (x3)**  
**R.Jackson (from 7.50 pm until 8.05 pm)**  
**R. Blaney (from 7.55 pm until 8.10 pm)**

	<b>DISCUSSION AND DECISIONS</b>	
<b>UPC/1/18</b>	<b>Apologies for absence:</b> Apologies with reasons were received and accepted from Mrs Jewitt. Councillors consented to the absence.	
<b>UPC/2/18</b>	<b>Chair's comments:</b> The chair welcomed Mr Snow back to the council's meetings.	
<b>UPC/3/18</b>	<b>Declarations of interest:</b> There were no declarations of interest, direct or indirect, in any items of business on the agenda.	
<b>UPC/4/18</b>	<b>Dispensations:</b> None required.	
<b>UPC/5/18</b>	<p><b>10 minutes public speaking time:</b> Clarification was requested in relation to the council's concerns regarding parking on Carr Lane. The chair explained that the council is always concerned about parking in the village generally because of the potential to cause an obstruction. As regards Carr Lane specifically, agricultural vehicles need unobstructed access.</p> <p>As the owner of a strip of land along Carr Lane, the council was, like any other landowner, concerned to ensure that vehicles are not regularly parked on that land without the council's permission. If a vehicle were parked on an area where the council had already given permission to another it would be for the council to decide whether to issue a reminder as to the ownership of the land, take no action or leave the person with the existing permission to argue the position with the other party.</p>	
<b>UPC/6/18</b>	<b>Minutes of the previous meeting:</b> The minutes of the meeting held on 15 November 2017 were agreed as a true record and signed by the chair.	
<b>UPC/7/18</b>	<b>Matters arising:</b> All action points having been completed, being in hand or appearing elsewhere on the agenda, there were no matters arising.	
<b>UPC/8/18</b>	<p><b>The Village Hall Management Committee, including minutes of VHMC meeting (if available) and parking:</b> Mr Jordan had nothing to add to the VHMC minutes dated 10 January 2018. The chair drew councillors' attention to unused CPR training equipment supplied by British Heart Foundation which is currently being stored in the village hall. Councillors <b>agreed</b> that the council will not be offering any training which is not supported by an official agency. They <b>decided</b> that the equipment should be offered to Southwell First Responders.</p>	<b>Clerk</b>

<p><b>UPC/9/18</b></p>	<p><b>Reports from Councillors:</b> Deferred pending Mr Jackson and Mr Blaney's arrival.</p> <p>Following Mr Jackson's arrival at 7.50 pm and Mr Blaney at 7.55 pm, the meeting reverted to this item after item 10 on the agenda (Financial matters). Mr Jackson:</p> <ol style="list-style-type: none"> <li>1. Reported that the 50mph speed limit had been approved for the A612 from Southwell to Thurgarton and B6396 from Southwell to Oxtun and are being implemented. He had no information regarding the stretch of A612 Southwell to A617 junction. The clerk will contact Via for an update.</li> <li>2. Reported that NCC has set aside significant funds for road repairs in addition to the budget amount. He will request the repair of Hockerton Lane.</li> <li>3. Will raise the pooling of water on A612 outside The Poplars, which the clerk will also report.</li> </ol> <p>Mr Jackson left the meeting at 8.05 pm.</p> <p>Mr Blaney reported that the owner of Home Farm had been convicted of failing to comply with a s215 notice and fined £1200 plus costs with a daily fine at an amount to be fixed accruing pending compliance and enforcement by NSDC. NSDC is now deciding whether to take action to enforce the fine or to take direct action to repair the property. He had nothing further to report and left the meeting at 8.10 pm.</p>	<p><b>Clerk</b></p> <p><b>RJ</b></p> <p><b>RJ</b> <b>Clerk</b></p>
<p><b>UPC/10/18</b></p>	<p><b>Financial Matters:</b></p> <ol style="list-style-type: none"> <li><b>a. Financial position as at 31 December 2017:</b> The clerk presented her report showing the precise financial position at 31 December 2017. This was noted with particular reference to the budget. Councillors noted that NPower had taken £1063.75 in error under a direct debit but that NPower had confirmed to the clerk that the monies would be repaid once the council claimed an indemnity from its bank. Mr Jordan will lodge a claim for repayment with the bank as soon as practicable.</li> <li><b>b. Accounts for payment:</b> The council unanimously <b>approved</b> five payments totalling £381.89.</li> <li><b>c. To consider the financial information provided by the Clerk and NSDC's letter regarding 2018/19 precept estimates and to agree the precept for the year ending 31 March 2019:</b> Councillors considered the financial information provided by the clerk and after discussion <b>agreed</b> unanimously to increase the precept for the year ending 31 March 2019 by 1.9% to £6,632. As in previous years, this is intended to protect the council against the incremental effect of cost increases over time and any future imposition of a referendum requirement. In addition, the council now had a pension commitment. Mr Jackson arrived at 7.50 pm during this item.</li> <li><b>d. CIL levy – Projects including churchyard lamp:</b> The papers relating to the council's previous discussions and action in relation to the churchyard lamp since January 2012 had been circulated. The November 2102 quote from EON in the sum of £1044 was noted. The chair reported that the PCC had indicated that it would be prepared to pay for a new lantern style top and fund the on-going maintenance and electricity usage. Mr Jackson confirmed that he would make a contribution to the purchase costs. The clerk will request a quote to supply and connect a lantern style light for the church to consider. There was also discussion of using the levy to fund village entry signs. Councillors noted, however, that the current round of LIS funding includes an amount set aside for village signs with no match funding requirement, although projects with an element of funding already available will be prioritised. The deadline for applications had been</li> </ol>	<p><b>DJ</b></p> <p><b>Clerk</b></p>

	<p>extended to 31 January 2018. After discussion, councillors <b>authorised</b> the clerk to submit an application for full funding for two signs, one at each end of the village. Mr Blaney arrived at 7.55 pm during this item.</p>	<b>Clerk</b>
<b>UPC/11/18</b>	<p><b>Green spaces and rights of way including:</b></p> <p><b>a. Review of monthly burial ground, The Green and The Collies inspection and maintenance reports:</b> The chair confirmed that no issues had been identified on his monthly inspection of the burial ground and passed his written inspection report to the clerk. The broken rail in the fence along Green Lane has been repaired.</p> <p>Mr Jordan reported that no issues had been identified on his monthly inspection of the Green and Collies and passed his written inspection report to the clerk. The Collies has been flailed and he is trying to contact Mr Marshall to discuss the best time to cut the wild flower area. At councillors' request he will also liaise with Mr Marshall regarding cutting the hedge.</p> <p><b>b. Footpaths reports:</b> Councillors welcomed the detailed and comprehensive footpath reports compiled by a resident. They thanked the resident for such a thorough report for which they were indebted. The chair summarised the nature of the issues identified and councillors discussed the best way forward. The clerk will email the reports in their entirety to the footpaths officer, offer a parish footpaths walk with councillors and enquire how the officer would like to proceed.</p> <p><b>c. Carr Lane – Parking issues:</b> The chair referred to the discussion at UPC/5/18 above (10 minutes public speaking time). Councillors discussed at length the issue of a vehicle parking on the area on which the then owner of Forge Cottage had already been given permission to park and the various options and alternatives open to them. Councillors <b>decided</b>, by a majority of 3:2 with one abstention, against a proposal to take further action to enforce the council's rights as landowner. Councillors subsequently <b>decided</b>, by a majority of 2:1 with three abstentions, against a proposal to take no action. The chair invited further proposals. None were forthcoming. Given the apparent stalemate in reaching any positive decision and although it was clear that councillors objected to a third party vehicle being parked on an area of the council's land in respect of which permission to park had already been given elsewhere, there was nothing further to usefully discuss. The clerk will not include the matter as a future agenda item for the time being. Any request for permission to park in the future will be considered at that time.</p>	<p><b>DJ</b> <b>DJ</b></p> <p><b>Clerk</b></p>
<b>UPC/12/18</b>	<p><b>Playground including review of councillor's monthly playground inspection and maintenance report:</b> Mr Wood reported that no issues had been identified on his monthly inspection of the playground save that the bench had been taped off pending the contractor cutting the weeds underneath. The clerk will remind Mr Marshall.</p>	<b>Clerk</b>
<b>UPC/13/18</b>	<p><b>Community defibrillators monthly inspection reports:</b> The chair reported that he had inspected the village hall defibrillator and there were no apparent issues. Mr Yates reported that he had inspected the Cross Keys defibrillator and there were no apparent issues.</p>	
<b>UPC/14/18</b>	<p><b>Planning matters:</b></p> <p><b>a. Applications: 17/02153/FUL   Proposed Detached Garage To Rear   Mill View Corner Cottage 64 Main Street Upton:</b></p> <p><b>NSDC decisions:</b> The chair suspended standing orders to allow a member of the public to address the meeting. Councillors noted the concern that there was no provision for a retaining wall or other means</p>	

	<p>of supporting the raised ground between the property and its neighbour. They also noted the view that the proximity of the garage to the boundary would be too close to allow for maintenance of the boundary fence and the digging consequent on the construction works would damage the roots of adjacent trees.</p> <p>Councillors considered the application and <b>decided</b> (5 in favour: 1 abstention) to object to the application on the grounds that the proximity of the garage to the neighbouring boundary and height differential between the two properties will have an adverse impact on the neighbouring property for the following reasons:</p> <p>i. There was no provision for a retaining wall or other means of supporting the land at the higher level meaning that the ground will slip</p> <p>ii. The neighbouring property would not be able to access the dividing fence for maintenance and repair purposes.</p> <p><b>b. Decisions:</b></p> <p>i. <b>17/01257/FUL   Householder application to form gable from existing hipped roof to facilitate loft conversion, and single storey rear extension   Solway Cottage 36 Main Street Upton:</b> Approval noted</p> <p>ii. <b>17/02081/TWCA – Fell ash trees (x2) - Applegarth 3 The Green Upton:</b> Approval noted</p> <p>iii. <b>17/01992/TWCA – Remove various trees (x8) and reduce laterals - Sanquhar House 78 Main Street Upton:</b> Approval noted</p> <p>iv. <b>17/02157/TWCA – Crown birch (x1) - Mayfield House 7 The Green Upton:</b> Approval noted</p> <p>v. <b>17/02054/TWCA – Fell beech (x2), horse chestnut (x1), overgrowth removal - British Horological Institute Upton Hall Main Street Upton:</b> Approval noted</p> <p><b>c. Enforcement matters:</b> Nothing reported.</p>	
<b>UPC/15/18</b>	<b>Boundary treatment at the former French Horn site, Main Street Upton – enclosure of pavement:</b> No developments	
<b>UPC/16/18</b>	<b>Condition of Home Farm, Upton:</b> See UPC/9/18 above (Reports from councillors).	
<b>UPC/17/18</b>	<b>New village map boards:</b> Mr Yates confirmed that the installation is in hand.	<b>MY</b>
<b>UPC/18/18</b>	<b>Service faults:</b> The clerk will report that the streetlight outside Dairy Farm (No 7) had had its height reduced significantly and it is now too dark in that area of the village.	<b>Clerk</b>
<b>UPC/19/18</b>	<b>Correspondence:</b> All items of correspondence noted together with Highways England’s consultation on its future road strategy planning which had been received after circulation of the agenda.	
<b>UPC/20/18</b>	<b>10 minutes - Public response to matters arising from meeting:</b> Nothing raised.	
<b>UPC/21/18</b>	<b>Agenda items for next meeting:</b> See above.	
<b>UPC/22/18</b>	<b>Date of next meeting:</b> To be Monday 26 February or Tuesday 27 February 2018 depending on the village hall availability with Monday 26 February the preferred option if possible. Mr Jordan will confirm the hall availability to the clerk who will then fix the date.	<b>DJ</b>

The meeting closed at 8.50 pm