

# UPTON PARISH COUNCIL

MINUTES of the Parish Council meeting held on Wednesday 19 September 2018 at the Village Hall, Church Lane, Upton commencing at 7.30 pm

**Present: Councillors:**

Ian Johnson (chair)  
Theresa Pick  
David Jordan  
Malcolm Yates  
Adrian Wood  
PeterSnow

**In attendance:**

C Millward (clerk)  
R. Blaney (from 7.45 pm until 7.55 pm)  
R. Jackson (from 7.55 pm until 8.10 pm)

	DISCUSSION AND DECISIONS	
<b>UPC/174/18</b>	<b>Apologies for absence:</b> Apologies for absence were received and accepted from Mrs Jewitt.	
<b>UPC/175/18</b>	<b>Chair's comments:</b> The chair summarised the contents of a letter of tanks from The Tonic and fro Royal Mail regarding postal scams. He praised the success of this year's fete and thanked all involved in organising this well established and popular village event	
<b>UPC/176/18</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/177/18</b>	<b>Dispensations:</b> None required.	
<b>UPC/178/18</b>	<b>10 minutes public speaking time:</b> None present.	
<b>UPC/179/18</b>	<b>Minutes of the previous meeting:</b> The minutes of the meeting held on 18 July 2018 were agreed as a true record and signed by the chair.	
<b>UPC/180/18</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/181/18</b>	<b>The Village Hall Management Committee, including minutes of VHMC meeting (if available) and parking:</b> Mr Jordan reported that the redecoration of the village hall had been completed and that the charge had been lower than the original quote.	

<p><b>UPC/182/18</b></p>	<p><b>Reports from Councillors:</b> Deferred pending Mr Jackson and Mr Blaney's arrival.</p> <p>Following Mr Blaney's arrival at 7.45 pm, the meeting reverted to this item after item 12 on the agenda (2018 village fete).</p> <p>Mr Blaney:</p> <ol style="list-style-type: none"> <li>1. Reported that the registered owner of Home Farm had given notice of an intention to start works and would be attending a meeting with NSDC officers during the week beginning 24 September 2018 pending developments in relation to the Robin Hood hotel in Newark, which might have implications for Home Farm. However, Mr Blaney remains hopeful that Home Farm will be compulsorily purchased.</li> <li>2. Referred to the slightly more liberal approach in the amended core strategy (item 23b on the agenda – Correspondence).</li> </ol> <p>Mr Blaney left the meeting at 7.55 pm.</p> <p>Following Mr Jackson's arrival at 8.10 pm, the meeting reverted to this item after item 19 on the agenda (A612 – Speed limit). Mr Jackson:</p> <ol style="list-style-type: none"> <li>a. Reported that the continuation of the Registrar's office in Southwell was under review.</li> <li>b. Flash Farm had been removed from the minerals local plan.</li> </ol> <p>Mr Jackson left the meeting at 8.25 pm.</p>	
<p><b>UPC/183/18</b></p>	<p><b>General Data Protection Regulation update and compliance matters:</b> The clerk reported that NALC had confirmed that the existing gmail service used by the council met GDPR requirements.</p>	
<p><b>UPC/184/18</b></p>	<p><b>Financial Matters:</b></p> <ol style="list-style-type: none"> <li>a. <b>Financial position as at 31 August 2018:</b> The clerk presented her report showing the precise financial position at 31 August 2018. This was noted with particular reference to the budget.</li> <li>b. <b>2018-19 insurance arrangements:</b> Councillors reviewed the renewal documentation. Councillors <b>decided</b> to enter into the 2018-19 insurance contract with Inspire.</li> <li>c. <b>Accounts for payment:</b> Councillors unanimously <b>approved</b> seven payments totalling £2485.79. Mr Jordan will cancel the direct debt relating to the old NPower account.</li> <li>d. <b>CIL levy – Projects including churchyard lamp replacement –</b> The chair reported that the church had agreed to take over the lighting with the electricity to be supplied from the church tower. The church and PCC are making arrangements to run a cable from the church to the lamp. Councillors noted that the church had requested a donation. They will await developments.</li> </ol> <p>Councillor Blaney arrived at 7.45 pm during this item.</p>	

<p><b>UPC/185/18</b></p>	<p><b>Organisational arrangements for 2018 village fete including accounts:</b> Councillors considered the accounts noting that they recorded a small loss but that this was after the purchase of new equipment for future years. At the close of this item, the meeting reverted to item 9 on the agenda (Reports from councillors) to allow Mr Blaney to address the meeting.</p>	
<p><b>UPC/186/18</b></p>	<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. Mr Jordan reported that the appearance of the Collies was good for the time of year, with the wild flowers needing to be strimmed and the ground elder sprayed. Councillors noted that he hydrangeas had not been cut. He confirmed that, otherwise, there were no apparent issues to report on the Green and Collies. He passed his written inspection report to the clerk. Councillors discussed a request by a resident to collect windfall apples from the Green for personal use. Councillors <b>agreed</b>. The chair will let the resident know.</p> <p><b>b. Scattering of ashes:</b> The clerk reported that she had received a request to scatter a family member's ashes on the grave of her parents. Councillors discussed the request which was not covered by the burial policy. They <b>agreed</b> that, there being no apparent legal restriction, there was no reason not to accommodate the family's wishes.</p>	
<p><b>UPC/188/18</b></p>	<p><b>Playground including:</b></p> <p><b>a. Review of councillor's monthly playground inspection and maintenance report:</b> Mr Snow had not prepared a separate report given the 2018 annual report to be discussed next.</p> <p><b>b. 2018 annual inspection report:</b> Councillors noted that the swings had been assessed posing a moderate risk due to rot and the clerk's recommendation that they be taped off with notices displayed. They discussed the extent of the rot and its implications for the structural integrity of the swings. Following lengthy discussion, they <b>decided</b> that, given the overall condition of the swings, their immediate removal from use was not justified but that a second inspection report should be obtained to establish whether the level of risk in the NSDC report was warranted with a view to be taken at that stage regarding future use.</p>	<p><b>Clerk</b></p>
<p><b>UPC/189/18</b></p>	<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. The chair and Mr Yates will let the clerk have the expiry dates for the pads and batteries to be added to the supplier's reminder system.</p>	<p><b>Chair/MY</b></p>
<p><b>UPC/190/18</b></p>	<p><b>Planning matters:</b></p> <p><b>a. Applications: 18/01652/FUL   Application for Variation/Removal of condition 2 attached to planning permission 17/00686/FUL - Householder application for erection of a single storey garden room to the garden side, two storey extension to the rear of the property and a new car port.   The Poplars Upton Road Southwell:</b> Councillors considered the application and unanimously <b>decided</b> that they had no objection to the proposal</p> <p><b>b. NSDC decisions:</b></p> <p><b>i. 18/01371/FUL – Change of use of field for siting of 6 glamping pods, access road, footpath, parking area, bin</b></p>	

	<p><b>store, cycle parking and low level lighting The Poplar, Upton Road, Southwell:</b> Approval noted.</p> <p>ii. <b>18/01273/TWCA – Church Farm, 6 Church Lane, Upton – Remove to ground level Portuguese laurel and perennials:</b> Approval noted.</p> <p>iii. <b>18/01410/TWCA – South farm, 70 Main Street, Upton – Crown beech:</b> Approval noted.</p> <p>c. <b>Enforcement matters:</b> Nothing reported. Councillor Jackson arrived at 8.10 pm during this item.</p>	
<b>UPC/191/18</b>	<p><b>Village entrances – Wild flower feature:</b> Mr Wood outlined schemes he had seen which councillors discussed. They agreed that wildflower features would make a very attractive addition to the village boundaries. However, concern was expressed at the maintenance of their appearance over time. Mr Wood will investigate the initial cost.</p>	<b>AW</b>
<b>UPC/192/18</b>	<p><b>Boundary treatment at the former French Horn site, Main Street Upton – enclosure of pavement:</b> No developments. Councillor Jackson will seek an update.</p>	<b>RJ</b>
<b>UPC/193/18</b>	<p><b>A612 – Speed limit reduction to 50 mph:</b> The chair had collected fourteen signatures to the petition. Mrs Pick will display the petition in the pub. The clerk will contact the Clock House to ask if they would also display the petition.</p> <p>At the close of this item, the meeting reverted to item 9 on the agenda (Reports from councillors) to allow councillor Jackson to address the meeting.</p>	<b>TP Clerk</b>
<b>UPC/194/18</b>	<p><b>Condition of Home Farm, Upton:</b> See UPC/182/18 (Reports from councillors) above.</p>	
<b>UPC/195/18</b>	<p><b>LIS application – Village entry signs:</b> Councillors considered and <b>approved</b> a quote for the signs from Malcolm Lane in the sum of £5155 for the artwork, two signs, two straplines and delivery and installation. They <b>authorised</b> the clerk to sign the LIS funding agreement.</p> <p>Councillors thanked the artists for their hard work and creativity.</p>	<b>Clerk</b>
<b>UPC/196/18</b>	<p><b>New village map boards:</b> Not yet installed because a vehicle had been parked when Mr Yates had planned the installation. The clerk will write again making it clear the vehicles should not be parked and were obstructing the installation of street furniture.</p>	<b>Clerk</b>
<b>UPC/197/18</b>	<p><b>Service faults:</b> The clerk will report water collecting on the highway at:</p> <ol style="list-style-type: none"> <li>The A612 end of Church Lane</li> <li>Church Walk</li> <li>The new entrance to South Farm</li> <li>Outside North House, Main Street</li> </ol> <p>She will also report the poor condition of the phone box to BT</p>	<b>Clerk Clerk Clerk Clerk</b>
<b>UPC/198/18</b>	<p><b>Correspondence:</b> tem b – NSDC – Amended core strategy – Considered at UPC/182/18 (Reports from councillors) above. Councillors had no comments.</p> <p>Otherwise, all items of correspondence note.</p>	
<b>UPC/199/18</b>	<p><b>10 minutes - Public response to matters arising from meeting:</b> No public present.</p>	
<b>UPC/200/</b>	<p><b>Agenda items for next meeting:</b></p>	

<b>18</b>	See above.	
<b>UPC/201/ 18</b>	<b>Date of next meeting: Wednesday 17 October 2018</b> at 7.30 pm.	

The meeting closed at 8.40 pm