

UPTON PARISH COUNCIL

Minutes for Parish Council Meeting held on
Wednesday 15th November 2023 at 7.30pm in the Village Hall

Present: Councillors: (Chair) Malcolm Yates (MY), Roger Norman (RN), Johanna Law-Riding (JLR), Kim Hickinbotham (KH), Cath Jewitt (CJ) and Malcolm Robinson (MR).

In Attendance: L-J Campbell (LJ/Clerk), Cllr Jackson and three members of public in attendance.

	DISCUSSION AND DECISIONS
122/2 3	To receive representation from the public (ten minutes): Jean Read asked about the village archive – we are looking for the village safe key. CVG gave an update.
123/2 3	To receive and accept apologies for absence: Apologies received from Cllrs Melton and McKie.
124/2 3	Declarations of interest: There were no declarations of interest.
125/2 3	To approve the Minutes of the last meeting: The PC accepted the Minutes from the meeting held on 18 th October 2023 as a true record and signed by the Chairman.
126/2 3	To Receive the Chairman’s report: couple of emails from VIA offering 30 free sandbags; PC agreed, Clerk to order and have delivered to Chapel Farm.
127/2 3	To note Matters Arising: no matters arising.
128/2 3	Reports from District/County Councillors: <i>(RJ arrived at 19h50)</i> RJ gave a brief report back on flood Babet. The footpath has been cut back and cleared, it was noted that the fallout from the footpath was dumped into the Dyke – RJ will investigate. RJ has asked the Police to get speed vans to visit the village and is looking into other traffic calmers – ongoing. MY asked RJ about the surfacing of Hockerton Lane; RJ has spoken to Highways, it is on their radar but there is presently no budget. <i>(RJ left at 20h09)</i> .
129/2 3	Green spaces and rights of way incl. monthly review of the burial ground, The Green and The Collies inspection and maintenance report: a. To receive update from CVG: the Collies will be mown before Christmas – ongoing. The noticeboard has been ordered and the deposit has been paid and money has been received from The Collies Charity. Clerk to write to the contractor who cuts the village green and request that he stops cutting until March and we will sort out a programme of works in January. b. To receive monthly playground report: All in good working order c. To note the details of the lengthsman scheme: The clerk gave a brief overview. d. To confirm Christmas eve arrangements: MY will not be available on Christmas Eve but he has booked Santa and a musician; MY will sort out the Christmas tree and chocolate boxes for the children - 6pm on the green.

130/2 3	<p>To action Highways issues:</p> <p>a. Flood mitigation: Clerk to contact Joshua Wells at NCC for some flood defence signs.</p> <p>b. RN reported two street lights (both marked #2); one on the Upton border flashes intermittently and the one on the Southwell side does not work at all – Clerk to report via NCC website.</p>
131/2 3	<p>To discuss and agree action on a Speed watch group: MR reported that the first step is to confirm that we have volunteers that can run the speed watch, once that is confirmed then training can be arranged and the necessary equipment will be provided. MY will put a request in The Tonic with MR contact details.</p>
132/2 3	<p>Village Hall update</p> <p>a. Finance: the bank recon was approved and the balance is £23424.96 was noted.</p> <p>b. Bookings: the PC agreed that the clerk will take over bookings with immediate effect; MY to contact SM and request that she send the Clerk all confirmed bookings. The rental agreement item 6 needs amending to remove VPMC and JLR will redo the booking conditions form – Cllrs to send any comments to JLR. It was agreed to charge £30 deposit for one off renters.</p> <p>c. Maintenance and Caretaking: The new cooker will be installed and the light in the toilet will be replaced on the 20th. The cleaner will come in twice a month on a Tuesday and then as needed.</p> <p>d. To receive update on roof/double glazing: MR will send a technical spec to all Cllrs with quotes available for the January budget meeting.</p> <p>e. To consider WiFi proposal: deferred to the January meeting.</p>
133/2 3	<p>Community defibrillators monthly inspection reports: All in working order.</p>
134/2 3	<p>Financial Matters:</p> <p>a. To accept the latest financial reconciliation - £18408.60 balance.</p> <p>b. To note payments received – None.</p> <p>c. Payments totalling £2278.80 were authorised.</p> <p>d. To consider items for the 2024-25 Budget: Wifi, roof quotes, Collies path, website,</p>
135/2 3	<p>Planning matters:</p> <p>a. Decisions (to note): 23/01427/HOUSE The Hay Barn, extension, pool, plant room – PERMITTED.</p> <p>b. To consider any further planning items received after setting the agenda</p> <p>c. Great North Road solar park: The PC agreed to support the working group set up by neighbouring Parish Councils – Clerk to notify Jayne Saunders that MY, RN and CJ will go on the WhatsApp group.</p>
136/2 3	<p>To note and action service faults: nothing to note.</p>
137/2 3	<p>Lottery draw for November, December and Christmas special: Nov: 80 - £50, 112 - £25, 233 - £10, 106 - £5. Dec: 1 - £50, 318 - £25, 117 - £10, 31 - £5. Christmas: 142 - £50, 4 - £25, 57 - £10, 258 - £5.</p>
138/2 3	<p>Correspondence/AOB: all correspondence is circulated electronically.</p>

139/2 3	Agenda items for next meeting: Budget. JLR gave apologies for the January meeting.
140/2 3	Date of next meeting: Wednesday 17 th January 2024 at 7.30 pm in the Village Hall. There being no further business, the Chairman closed the meeting at 21h05.