

## UPTON PARISH COUNCIL

Minutes for Parish Council Meeting held on  
Wednesday 18<sup>th</sup> June 2025 at 7.30pm in the Village Hall

**Present:** Councillors: Malcolm Yates (MY/Chair), Roger Norman (RN), Alan Robinson (AR) Johanna Law-Riding (JL) Kim Hickinbotham (KH)

**In Attendance:** R Holloway (Clerk)

	<b>DISCUSSION AND DECISIONS</b>
046/25	<b>To receive representation from the public (ten minutes):</b> the management plan from the Collies garden volunteer group was provided which highlights activities that have taken place over the month: The raised beds are being maintained and look beautiful, the central area has been mown with some areas left longer to encourage wildflowers etc. the yellow rattle is starting to come through. The group are getting together to do some weeding etc and they have received some positive comments on how the area looks. Sue has continued to put the painted stones around the garden as a point of interest. A question was asked about the minutes of past meetings on the new website, and it was agreed that past minutes covering a period of 12 months would be added by KH. The resident was currently working through digitising the book 'a lingering look behind' and suggested this might be a good addition to the History of Upton section of the website.
047/25	<b>To receive and accept apologies for absence:</b> None received
048/25	<b>Declarations of interest:</b> There were no declarations of interest.
049/25	<b>To approve the Minutes of the last meeting:</b> The PC accepted the Minutes from the meeting held on 21 <sup>st</sup> May 2025 as a true record and were then signed off by the Chairman.
050/25	<b>To note Matters Arising:</b> None.
051/25	<b>To receive the Chairman's report:</b> The Chairman noted that he had met with Annie to discuss the printing of the Tonic and to let her know that at the last meeting of the Parish Council it was agreed that the Parish Council would pay for the printing cost of the Tonic for a period of six months. It was suggested that residents be asked to sign up to an online copy of the magazine to be hosted on the Parish Council website, as this would help with the printing costs going forward, copies of the magazine would then be placed in venues around the village for residents to pick up. The Chairman confirmed that it was important that Annie continued to edit the magazine going forward and the PC hoped she would continue to do that. Annie confirmed that she would draw up a list of residents who would need hard copies of the magazine as usual.

052/25	<p><b>Reports from District/County Councillors:</b> The Chairman raised an issue with Cllr. Melton around the condition of Home Farm as this was in a poor state and the grounds were very overgrown, he mentioned that a few years previously NSDC had done some work in the grounds, and he asked Cllr. Melton to take the issue back to NSDC and seek their help once again. It was highlighted by the Chairman that the property was in private ownership but had been empty for many years and the owner's whereabouts were unknown.</p> <p><b>Cllr. Melton</b> noted that at the last meeting of the Cabinet at NSDC a Food waste collection service had been agreed starting in October 2027, it was confirmed that this would require new bins. The Kelham Solar Farm planning application was going to Appeal in October, Planning Members at NSDC had overturned the Planning Officers 'recommendation for approval' of the Solar Farm and had rejected the application due to loss of good quality farmland, impact on heritage and cumulative impact, so the Applicant had registered an Appeal against that decision. NSDC were putting out a tender for a legal team to take that case to represent NSDC going forward as Planning Officers could not provide that service in this case.</p> <p>Cllr. Melton mentioned Neighbourhood Planning and suggested that this may be something the Parish Council may want to consider. His final point was to mention the ongoing and repeated failure of the level crossing at Fiskerton and to mention that network rail had agreed to a meeting with the Stakeholder board of which Cllr. Melton was a member.</p> <p><b>Cllr. Jackson</b> noted in his report that he felt that the food waste collection service would be better done at County level rather than for individual District Councils to do this separately. There had been no formal meetings yet at the County Council and so there was little to report, however he did mention that the County Council had been working on a 'Transformation' exercise under the previous administration which looked at how services, internal and external working could be made more efficient which had worked well and so the proposed inclusion of a 'DOGE' team by Reform he felt was not required.</p> <p>A question was raised around the footpath at Carr Lane as there was a deep hole in the path, who does this belong to and whose responsibility is it to maintain it. Some of the footpath is classed as an official highway and some as a footpath and so responsibility lies with two separate departments. Cllr. Jackson stated that if the Parish Council were minded to start a petition and to lobby Highways, he would be pleased to hand that in at the Full Council meeting.</p>
053/25	<p><b>To Receive updates on the following:</b></p> <ol style="list-style-type: none"> <li>CVG: Final quotes are yet to come back for the pathway in Breedon gravel- to go on July meeting</li> <li>To receive report on footpaths/dog bins: The new footpath signs will be done in the next batch in August, the village needs 11 doing. The replacement of stiles, these will only be replaced where the field contains livestock and will then only be a swing gate not a stile. The footpath at Spring Farm, no work yet and the pressure needs to be kept up to get this done.</li> <li>To receive playground update: All in order some mowing needs to be done under 1 seat but all OK otherwise</li> </ol>
054/25	<p><b>To receive and action Highways issues:</b> no further updates</p>
055/25	<p><b>To note the Village Hall update:</b></p> <ol style="list-style-type: none"> <li><b>Finance:</b> The Clerk noted that the Bank reconciliation was out by £12.00 from the last reconciliation, however the balances matched to the. Bank Account and it was therefore likely that as the current Bank statement was not available for the meeting it was likely an omission of a lottery payment not shown on the bank update made available, the balance was however correct and had been transferred to the new Unity Bank account.</li> <li><b>Maintenance and caretaking:</b> Some light bulbs need replacing but these would be done after the building works had taken place</li> <li><b>To receive an update on the VH roof:</b> After discussion it was agreed that the end wall would remain as is and noggin added to the roof to provide the additional support, RN had asked for a copy of the</li> </ol>

	<p>PI Insurance from the Contractor, this had been provided and was discussed by Councillors. RN did not agree that £1million cover was sufficient, however Councillors voted to accept the PI Insurance as acceptable.</p> <p>d. Councillors agreed to implement phase 1 and 2 as soon as possible and for phase 3 to be considered at a later date</p>
<b>056/25</b>	<b>To receive the Community defibrillators Monthly inspection</b> report: All in good working order.
<b>057/25</b>	<p><b>Financial Matters:</b></p> <p>a. The Bank reconciliation was agreed</p> <p>b. To note payments received and authorise payments: Payments, including the VH, totalled £1086.27 were authorised.</p> <p>c. Update on the Unity Bank account: This was now set up</p>
<b>058/25</b>	<b>To review the Standing Orders:</b> All agreed this as being OK but that the privacy notice needed to be amended to remove the reference to the Village Hall members committee, Clerk to action
<b>059/25</b>	<b>Annual Governance documents:</b> The following documents were received and signed off, Annual Governance statement, Accounting statements, Notice of public rights. These would be submitted to the External Auditor PFK Littlejohn and placed on the parish Council website, the notice of public rights would be placed in the notice board.
<b>060/25</b>	<b>Planning matters:</b> It was noted that the planning application 24/01743/FUL had gone to an appeal. The Planning Enforcement Officer rejected the appeal 21/12/23. Counter Appeal since made. Bristol Enforcement Team commented 10 <sup>th</sup> June 2025 effectively upholding the rejection by N&SDC
<b>061/25</b>	<b>To note and action service faults:</b> None
<b>062/25</b>	<b>To receive update on website:</b> The Website was now live and well populated with information about the village, work was ongoing to put as much detail and information as possible for residents.
<b>063/25</b>	<b>Village fete arrangements:</b> Risk assessments had been done, and the fete would take place 12 <sup>th</sup> July
<b>064/25</b>	<b>Condition of Home Farm:</b> This item had been discussed during District and County Councillors update and Cllr. Melton had been tasked with taking the issue to NSDC to see if they would help in resolving this
<b>065/25</b>	<b>Lottery draw for May 2025:</b> £50 – no. 40, / £25 – no. 83/ £10 – no. 136 /£5 – no. 182
<b>066/25</b>	<b>Correspondence:</b> correspondence was discussed under specific items no action required from the PC.
<b>067/25</b>	<b>Agenda items for next meeting:</b>
<b>068/25</b>	<b>Date of next meeting:</b> Wednesday 16 <sup>th</sup> July at 7.30 pm venue to be confirmed.
<b>069/25</b>	<b>Close:</b> There being no further business, the Chairman closed the meeting at 20.59