

**Repps cum Bastwick Minutes of Parish Council Meeting held on 7th July 2015
at the Village Hall at 8pm**

In attendance: Alison McTaggart (Chair), Andrew Wright, Thomas Ellis, Philip Shreeve, Sarah Welsh (Clerk) Fred Sharman (Vice Chair)

1. APOLOGIES FOR ABSENCE.

David Burrage, John Mitchell - accepted. PC Cook.

2. MINUTES OF THE LAST MEETING.

It was proposed by Cllr Wright that the minutes of the previous meeting be accepted as a true record. Seconded: Cllr Shreeve. Unanimously agreed.

3. DECLARATIONS OF INTEREST IN RESPECT OF THE CURRENT AGENDA.

None.

4. MATTERS ARISING

The trip Hazard is still a cause for concern. The clerk will check progress with Bob West, Highways, then try the Broads Authority.

5. BOROUGH AND COUNTY COUNCILLOR REPORTS / POLICE REPORT

BCllr Mary Coleman congratulated the Parish Council on its election. BCllr Barry Coleman informed the meeting he has been made council leader for Tourism and is hopeful of getting the Ward budget re-instated and suggested the PC think about putting in a bid for the budget if it is.

Cllr McTaggart will send BCllrs Coleman some dates for the Plaque presentation for the bench.

Police Report

The following was received from PC Cook who was unable to attend:
Repps is particularly quiet at the moment. In the last two months the only crime of note was the theft of domestic heating oil (complete with tank), and there have only been nine calls with no emerging issues. If only everywhere was so quiet!

Should there be any issues arising which I can help with, feel free to contact me

6. CORRESPONDENCE ETC.

Post Log July 2015

7. PARISH CLERK'S REPORT

Clerk Training. The clerk will be undertaking the Certificate in Local Council Administration and asked if the Parish Council will fund the course in proportion to the hours worked for Repps in comparison to the clerk's work for Stokesby and Winterton. This would be £105.25 of a total cost of £500. Winterton Parish council have agreed to pay the full sum, then invoice the other two councils for their portion. Proposed Cllr Wright, seconded Cllr Sharman. The Council unanimously agreed to support this payment.

Action Log July 2015

DATE	DESCRIPTION	ACTION	UPDATE
7/4/15	Trip hazard towards Potter Heigham Bridge	Reported to Highways by clerk 20/4/15	Email received from bob West 24/4 - they will take a look
7/4/15	Bus shelter bulb missing from light.	Clerk reported online at: http://norfolkstreetlighting.amey.co.uk/ on 20.4.15	
May 2015	Payment re Textile collection	Clerk contacted BCR Global Textiles - Last collection made 27/4 - the clerk has requested tonnage for this and previous collection in order to claim payment from NCC	Claim made 1/7. Gill Flanagan (NCC) responded: Tonnage was sent to GYBC by BCR who have claimed from NCC. Paul, GYBC is arranging cheque for tonnage to be paid to the PC.

8. FINANCIAL AND ADMINISTRATION MATTERS

a. Internal audit has been completed by Annette Collins and the Annual Return approved and completed. The Annual Return has been sent to Mazars, External Auditor.

b. The clerk will be on leave on 28/8, 1 - 4/9 and 11 - 18/9.

June 15	CGM	Invitation to 30th Celebration	For information Cllr McTaggart will email explaining that the PC have only just met.
18/6/2015	NCC	Parish Partnership scheme application for 2016/17	For discussion. This will be discussed at a future meeting.
	GYBC	GYBC is overhauling their website to make it easier to report matters and will be trialling it soon.	For information.
7/7/2015	Resident	A letter expressing concerns about dog poo being placed in litter bins.	The PC confirmed there was 1 bin on the playing field, 1 in Low road and 1 at the Bus Shelter. BCllr Mary Coleman offered to make enquiries about how often and when the bins are emptied. The clerk will reply to the letter.

9. FINANCIAL STATEMENT.

See Summary of Receipts and payments attached and Reconciliations below.

10. INVOICES TO APPROVE FOR PAYMENT

Cheque list July 2015

DATE	CHEQUE NO.	FOR	DESCRIPTION	AMOUNT
07/07/2015	959	S Welsh CGM (Norwich)	Clerk's Salary incl. Mileage, tax refund and £16.36 expenses	£241.99
07/07/2015	960	Ltd.	Grass cutting April, May and June incl. £166.74 VAT	£1,000.50
07/07/2015	961	A. Collins	Internal audit 2014 -15 fee	£28.00
07/07/2015	100100GP	URM (UK) Limited	Recycling -glass collection fee incl. £0.82 VAT	£4.90
07/07/2015	962	S. Welsh	Clerk's Salary August (to be drawn in August)	<u>£177.83</u>
			TOTAL	£1,453.22

Community A/C Bank Reconciliation to 29/5/15 represents .1p more than statement balance.	£8,686.76
General Purposes A/C Bank Reconciliation to 29/4/15	£102.28
Business Saver A/C Bank Reconciliation to 31.3.15	£984.92
Total: Agrees with Bank Summary statement of all A/Cs to 29/5/2015 + 1p.	£9773.96

Proposed: Cllr Wright Seconded: Cllr Sharman. Unanimously agreed.
The accounts for the last quarter will be passed to Cllr Wright to carry out an internal check before the next meeting.

11. PLANNING MATTERS.

No applications

12. ALLOTMENTS

A letter had been sent about the overgrown allotment, but the allotment is still overgrown. It was decided to terminate the agreement with the Holder from October when the next payment is due.

13. GRASS CUTTING

CGM need to cut the grass on the pathway between the allotments. this has been cut in places by an allotment holder to allow other to get to their allotments. The clerk will ask CGM to cut the area.

14. SEWERAGE SCHEME

Cllr McTaggart informed the meeting that an informal meeting had been held with Anglia Water. They will come to a PC meeting later in the year, make a booklet explaining the scheme to residents available, then hold a public meeting to explain the project. The work is expected to start at the end of 2016. Information will be placed on the website alongside a tact number for John Lambert, who will resident's questions.

15. MATTERS FOR REPORTING OR FUTURE AGENDA

Cllr Wright asked that the Ivy cluster obstructing the view of the road and traffic on the right-hand turn out of the road from the Village Hall onto the main road, be reported for cutting back. The clerk will contact Bob West, Highways and about the grass verge which is also restricting driver's views.

A resident has had difficulty getting along the footpath from Low Road on his mobility scooter because of overhanging briars which are at eye level. The clerk will report to Highways.

The clerk will also contact the Broads Authority about the footpath by the triangle near the bridge along the Causeway. Each side of the bridge on the Repps side is overgrown with briars.

Cllr Sharman will follow up the planned work and expenditure on the bridge and culvert.

16. PUBLIC PARTICIPATION

No comments.

17. DATE AND TIME OF THE NEXT MEETING

The next meeting will be held on 8th September 2015, in the Village Hall, commencing at 8 pm.

Attachment: Summary of Receipts and payments