

**Repps cum Bastwick Minutes of Parish Council Meeting held on 2nd June 2015 at the Village Hall at 8pm**

In attendance: Alison McTaggart (Chair), Andrew Wright John Mitchell Thomas Ellis Philip Shreeve Sarah Welsh (Clerk)

Residents: 1

**1. APOLOGIES FOR ABSENCE.**

David Burrage, ill health. Fred Sharman (Vice Chair) on leave. Unanimously approved. PC Cook will be on annual leave.

**2. MINUTES OF THE LAST MEETING.**

Proposed: Cllr Shreeve seconded: Cllr Wright. Unanimously approved.

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

None.

**4. MATTERS ARISING -**

Parish Council Risk Assessment

The clerk had given councillors a draft Annual Risk Assessment document with highlighted sections for their consideration. It was proposed by Cllr Wright that the document be adopted by the Parish Council, seconded by Cllr Ellis. Unanimously agreed.

**5. BOROUGH AND COUNTY COUNCILLOR REPORTS / POLICE REPORT**

None received - it was believed both Borough Councillors were on holiday.

Apologies received on behalf of PC Cook, who will provide a report for the next meeting.

**6. CORRESPONDENCE ETC.**

Post Log June 2015

DATE	FROM	DESCRIPTION	ACTION
11/5/2015	GYBC	Local Plan consultations: core strategy [proposed modifications]	CF from last meeting for discussion. Update: it was decided there would be no feedback.
19/5/2015	Resident	Re fly tipping	Dealt with by Cllr Sharman
21/5/2015	CGM	Cuts planned for June	For information. It was noted that all areas had been cut recently and cut short.
May 2015	Pensions regulator	Request to nominate a contact (clerk) by 30/6/2015 as part of enrolment legal duties	Clerk to action
2/62015	Making Parishes Better Places	Research about impact of Freedom of Information on local government. Asking for structure chart of the PC and for it to be placed on the website	

## 7. PARISH CLERK'S REPORT

Action Log May 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	Sewerage Scheme re ad hoc meeting.	Email sent suggesting 7th July 2015 at 7pm	The next PC meeting will change from 14th to 7th July at the Village Hall.
17/5/15	Streetlight - 536R and another	Clerk reported online at: <a href="http://norfolkstreetlighting.amey.co.uk/">http://norfolkstreetlighting.amey.co.uk/</a>	
7/4/15	Bus shelter bulb missing from light.	Clerk reported online at: <a href="http://norfolkstreetlighting.amey.co.uk/">http://norfolkstreetlighting.amey.co.uk/</a> 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	

## 8. FINANCIAL AND ADMINISTRATION MATTERS

a. submission of accounts to Internal Auditor. The accounts and governance materials are being prepared for the auditor and will be delivered to her shortly after this meeting as she also requires the cheque books.

## 9. FINANCIAL STATEMENT.

Copies of the statement and current budget status were give out to councillors.

## 10. INVOICES TO APPROVE FOR PAYMENT

Cheque list June 2015				
DATE	CHEQUE NO.	FOR	DESCRIPTION	AMOUNT
02/06/2015	958	S Welsh	Clerk's Salary incl. Mileage, tax refund and £2 expenses	£225.29
02/06/2015	100099 GP	URM Berryman	Glass Recycling collection, incl. £2.49 VAT	<u>£14.96</u>
			<b>Total</b>	<b>£240.25</b>
Receipts				
02/04/2015		43 Stalham		£765.26
14/04/2015		GYBC	Precept & Concurrent Functions Grant	<u>£7,883.00</u>
			<b>Total</b>	<b>£8,648.26</b>

Cllr Wright propose these be approved, seconded by Cllr Shreeve. Unanimously approved.

## 11. PLANNING MATTERS.

06/15/0229/F change of use of agricultural land to residential garden and new 2m boundary wall at 20 Grove Road.

The PC approved of the plan to plant a hedge outside the boundary wall, but noticed there was no mention of this in the plan itself. No objections were noted.

Planning Approval:

06/15/0185/A Two advert boards between Billockby and Repps. Valid to 22/5/2017

12. ALLOTMENTS

1/2 year payment has been requested for Plots 1 - 11, 12A, 18 (£446.38)

The clerk confirmed that plots 19 and 20 were those the Parish Council had concerns about. The clerk was asked to write to the owner and ask for the plots to be tidied within 28 days of the date of the letter, or they would be taken back by the Parish Council.

13. MATTERS FOR REPORTING OR FUTURE AGENDA

Cllr Ellis told the meeting a resident had reported to him that the Repps Bastwick Sign has been hit by a lorry and asked if it can be replaced or repaired. the clerk will report to Highways.

A resident reported there are problems with lorries parking in the Chapel lay-by just past the garage to use the new cafe at the petrol station, and blocking the view from their house. the clerk will report to Highways.

Cllr Mitchell asked if parishioners can post information about village groups on the village website. the clerk confirmed that this was what was intended, as well as parish council information.

A car had been parked on double yellow lines outside the village hall. Another car is still parking in the VH car park (not whilst using the hall or grounds). Cllr McTaggart said this was a matter for the consideration of the Village Hall committee.

14. PUBLIC PARTICIPATION

The resident said she appreciated the way the financial information was presented and the minutes.

15. DATE AND TIME OF THE NEXT MEETING

The next meeting will be held on 7th July 2015, in the Village Hall, following the ad-hoc meeting with AWA.