**Repps with Bastwick Minutes of Parish Council Meeting held on 7th February 2017 at Repps with Bastwick Village Hall at 8pm**

**In attendance:** Alison McTagggart (Chair), Cllrs: Thomas Ellis, John Mitchell, David Burrage, Philip Shreeve, and Fred Sharman, and Claudia Dickson (Clerk).

1. **Apologies for Absence**

Cllr Andrew Wright, BCllrs Barry and Mary Coleman, PC Gary May.

1. **Declarations of Interest in Respect of the Current Agenda**

Cllr Burrage item 13 Allotments.

1. **Minutes of the Last Meeting**

It was proposed by Cllr Ellis that the minutes of the previous meeting be accepted as a true record. Seconded: Cllr Burrage. Unanimously agreed. The minutes were signed by the Chair.

1. **Matters Arising**

It was not possible to arrange a meeting between Cllr Sharman and Bob West before Cllr Sharman went on holiday.

1. **Borough and County Councillor Reports / Police Report**

No reports received.

1. **Purchase of a Defibrillator**

Cllr Sharman has not had time to look into the details as yet. He suggested that perhaps with the telephone box being decommissioned the defibrillator could be sited there. Clerk to enquire about purchasing the phone box. Electricity connection will also have to be investigated.

1. **Parish Partnership Scheme - footpath update - application and agreement for loan**

The feedback received from the Village Hall newsletter item was mainly negative in regards to the Council taking out a loan. It was queried whether the path would benefit all parishioners. The Council decided not to go ahead with sourcing a loan to fund the path but to investigate other ideas.

1. **Parish clerk’s report**

* The street lights were reported but no update received.
* The area in front of Manor Farm was reported but the Clerk was unsure if she had the correct area. Clerk to re-report.
* The Clerk asked the Council if they would be prepared to fund a training session for Managing the Financial Year End. The course is £45 but the Clerk will ask her other Councils to contribute also so Repps’ share is £11.25. The Council agreed.

1. **Financial and administration matters**
2. Parish Partnership Loan details and requirements. None of the Council were in favour of continuing with getting a loan to finance the path along the A149.
3. The Clerk reported she had received confirmation of the Precept for 2017/18.
4. The new Clerk does not have access to the computer system the old Clerk used for financial reporting therefore she has returned to using a manual Cash Book. She produced an Income and Expenditure report (attached) for the Councillors for the month, and will do so every month from now on. Cllr Sharman proposed approval and Cllr Shreeve seconded. All agreed.

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1. **Invoices to approve for payment**

Papers given to councillors for approval of spending in line with the budget. (Attached). Cllr Sharman proposed the payments be approved, seconded by Cllr Ellis. Unanimously agreed. The cheques were signed by two councillors.

1. **Newsletter**

The Clerk produced the newsletter and it was handed out for distribution.

1. **Planning Matters**

There were no planning applications for consideration.

1. **Allotments**
2. Payments update - all payments have now been received.
3. **Correspondence**

* Beacons of Light - there will be a centenary celebration of the ending of WW1 on the 11th November 2018. Communities are being asked to register before the end of March 2017 if they would like to be involved in countrywide Beacons of Light. Cllr Sharman will register Repps interest.
* The Clerk had received an email from a small theatre group regarding a possible production at Christmas. The Council declined the opportunity.
* The Clerk drew the Council’s attention to another email regarding Keep It Local newsletter.
* The Plunkett Foundation emailed their Call to Action newsletter to help communities set up co-operatives.

1. **Matters for reporting or future agenda**

* Clerk to report the blocked Causeway drains.
* Cllr Ellis asked if Anglian Water had arranged any more meetings for updates on the sewer works. Cllr Mitchell had not been informed of any.
* Cllr Mitchell suggested a fundraising night based around the showing of a film of Fetes of the area over the last 40/50 years.

1. **Public participation**

No members of the public were present.

1. **Date and Time of the Next Meeting**

The next meeting will be held on 7th March 2017, in the Village Hall, commencing at 8 pm.

**Attachments:** Draft Payments, and Income and Expenditure summary.