**Repps with Bastwick Minutes of the Parish Council Meeting held on 3rd October 2017 at the Village Hall at 8pm**

**In attendance:** Cllrs: Fred Sharman (Chair), Tom Ellis (Vice Chair), Andrew Wright, Philip Shreeve, John Mitchell, David Burrage and Claudia Dickson (Clerk). BCllrs Mary and Barry Coleman, CCllr H Thirtle and PC Gary May, and 3 members of the public.

1. **Minute’s silence for Tom Wright**

A minute’s silence was held in memory of Tom Wright

1. **Apologies for Absence**

Alison McTaggart

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

Cllrs Shreeve and Burrage item 11.

1. **Minutes of the Last Meeting**

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

1. **Matters Arising**

* The Clerk read an email conversation she had had with Debra Nicholson regarding a letter read at the previous meeting. Mrs Nicholson spoke to the Council regarding the matter and wished it stated that she was not happy that it had not been minuted what the letter had said, and that it had subsequently been destroyed.

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

BCllr Coleman had been contacted by a parishioner concerned about the drainage system along Tower Road. Anglian Water pumps are operating continuously after the recent heavy rainfall. CCllr Thirtle had contacted Jon Winnett at Highways and reported that they are aware of a historical problem and there is a plan of action in hand. Cllr Mitchell reported that there is no sealing ring in the manhole by the flooding and the ditch needs reprofiling.

CCllr Thirtle reported that the Broads Authority had appreciated Cllr Sharman’s attendance at their Parish Forum. 26 people had attended but the next one will be at a different, more accessible, venue in about 6 months time.

PC May gave a police report. There were 7 calls to Norfolk Constabulary from the Repps with Bastwick area in the last calendar month: 2 antisocial behaviour, 1 ambulance, 2 road related incidents, 1 concern for safety, 1 domestic related incident, 1 reportable non-crime domestic. There were no recorded crimes as a result of these calls.

The last SNAP meeting on the 13th September set the local priorities for the next 3 months as rural speeding, youth antisocial behaviour, cycle theft and safety for schools. The next meeting will be on the 11th January 2018 in the community centre in Martham. A break-in in Thurne resulted in about £15,000 of fishing tackle being stolen. No outboard thefts occurred this summer.

PC May was questioned regarding a car parked off the highway on Grove Road. As it was not obstructing visibility and GYBC decriminalised off highway parking some years ago there is little that can be done.

1. **Correspondence**

* Norfolk Citizen’s Advice sent an appeal for financial support. Clerk to save for the end of the year when donations are made.
* The Broads Authority visitor magazine the Broadcaster was asking for publicity for local businesses to advertise with them.
* CAN sent details on a fuel collective. This has been tried in Repps before but there were not enough takers.

1. **Parish clerk’s report - update on highways and other issues**

* The cracked pavement in Low Road was reported and the Clerk received notification it is being investigated.
* The missing signpost at Staithe Road/Ashby Road will be replaced.
* As will the missing footpath signpost from Low Road to the A149.
* The streetlight reported on Staithe Road should have been repaired. Cllr Sharman confirmed it had not been yet.
* The Clerk requested to go on a General Data Protection Regulation course on the 17th October. The Council agreed.

1. **Financial and administration matters**

* Invoices to approve for payment
* The Clerk explained the refund from CGM was a duplicate payment in October 2016 that was picked up when the VAT return was submitted. The wasps nest was along Tower Road and Cllr McTaggart requested it be removed after a mother and child were stung.

The Income and Expenditure report was given to the Councillors along with a list of the invoices to be approved for payment. Cllr Wright proposed the payments be approved, Cllr Burrage seconded and all agreed.

1. **Planning Matters**

* 06/17/0460/F - Wilford, Church Road, NR29 5JP - single storey side extension. Confirmation of planning acceptance has been received.
* The Clerk queried with GYBC temporary mobile home planning permission. If there is some doubt over legitimacy then the Council can request an enforcement case be opened and it will be investigated. CCllr Thirtle will query it with the BA also.

1. **Allotments**

Linda Lawrence has contacted the Clerk to say she will not continue with 14b but will retain 14a.

The allotment rent letters will be sent out in the next week and the vacant plot will be advertised on the website.

1. **Update from various meetings - Fred Sharman**

The meeting with the Broads Authority was interesting, although there was not as much information from the BA as hoped. They were trying to get information from Parish Councils. They are trying to break down barriers for the passage of information.

The meeting with the Environment Agency and Internal Drainage Board at Pug Street Staithe regarding reinforcement of the bank. There is no money left even though BESL were paid for the work and it has not been finished. £500,000 is needed to do the job to plan, although it would cost £50-£55,000 to reinstate the bridge. It will be done. The EA will pay for the landfill with an outcome hopefully in the New Year. It will cause parking problems at Repps Staithe.

1. **Defibrillator**

A donation of £200 has been received from Rebels Charity Bingo. Several more donations are expected.

The trees and shrubs still need to be cleared round the phone box.

The training course was attended 10 people.

The Clerk will send the paperwork and cheque off to purchase the defibrillator.

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

* BCllr Coleman will check with the solicitor at GYBC regarding anonymous letters.
* The Clerk to report the hedge near the bungalows on Low Road again and ask for a severe trim.
* Cllr Mitchell said he would speak to the Village Hall committee and ask if the car park could be made available, at cost, for residents who do not have their own off road parking.
* Cllr Mitchell suggested a plaque or some way of remembering the service Tommy Wright had given the village, perhaps in the bus shelter or phone box. It was suggested a tree could be planted in his memory
* Cllr Ellis gave the Council an update on the tenant in Tower Road regarding connection to the new sewer. She is not happy there is not a definitive answer and is taking it up privately. She sent her thanks to BCllr Mary Coleman for getting a response.

1. **Public participation**

None.

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

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

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

**NOTES TO AGENDA 3rd OCTOBER 2017**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

CGM Group Grounds maintenance July 416.26

Grounds maintenance Sept 416.26

Double payment Oct 16 (333.50) 499.02

Nicholas Evans Lombe allotments rent 454.00

URM glass recycling 16.20

Community Heartbeat Trust defibrillator & maintenance 2,020.00

C Dickson September 17 salary 145.22

HMRC PAYE September 17 36.20

C Dickson expenses wasps nest 62.50

postage 11.72

mileage 4.95 79.17

**TOTAL £3,249.81**

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| --- | --- | --- | --- | --- | --- | --- |
| **REPPS WITH BASTWICK PARISH COUNCIL** | | | | | | |
| **INCOME AND EXPENDITURE REPORT** | | | | | | |
| **AS AT 29.9.17** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 8,186.00 |  | CLERKS SALARY/TAX | 181.42 | 1,048.68 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 116.95 | 200.84 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 346.88 | 1,596.48 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 468.36 |
| HMRC VAT |  | 776.30 |  | RECYCLING |  | 37.20 |
| HMRC PAYE REFUND |  |  |  | HALL HIRE |  | 75.00 |
| GLASS & MISC | 18.90 | 95.07 |  | AUDIT & INSURANCE | 100.00 | 413.00 |
| TRANSPARANCY FUNDING | |  |  | FUEL ALLOTMENT |  | 0.00 |
| ALLOTMENTS |  | 446.38 |  | SECTION 137 |  | 100.00 |
| NCC/CIL |  |  |  | HMRC/VAT | 110.72 | 373.39 |
| MISCELLANEOUS |  | 29.96 |  | PROF/SUBS/TRAINING |  | 132.04 |
| DEFIBRILLATOR |  | 1,000.00 |  | MISCELLANEOUS |  | 600.85 |
|  |  |  |  | VILLAGE WORK |  | 0.00 |
| **TOTAL** | 18.90 | 10,533.71 |  | **TOTAL** | 855.97 | 5,045.84 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.9.17 | |  | **BANK ACCOUNT** | AS AT 29.9.17 | |
| BALANCE B/FWD | 6,887.48 |  |  | CURRENT ACCOUNT | 6,050.41 |  |
| INCOME | 18.90 |  |  |  |  |  |
| EXPENDITURE | -855.97 |  |  |  |  |  |
|  | **6,050.41** |  |  |  | 6,050.41 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| BALANCE | **6,050.41** |  |  | BALANCE | **6,050.41** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **SAVER ACCOUNT** | | | | | | |
|  |  |  |  |  |  |  |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER |  | 5,000.00 |  |  |  |  |
| INTEREST |  |  |  |  |  | 0.00 |
| **TOTAL** | 0.00 | 5,000.00 |  | **TOTAL** | 0.00 | 0.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.9.17 | |  | **BANK ACCOUNT** | AS AT 29.9.17 | |
| BLANCE CD/FWD | 5,985.80 |  |  | CURRENT ACCOUNT | 5,985.80 |  |
| INCOME | 0.00 |  |  |  |  |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **5,985.80** |  |  |  | **5,985.80** |  |