**Repps with Bastwick Minutes of the Parish Council Meeting held on 5th December 2017 at the Village Hall at 8pm**

**In attendance:** Cllrs: Tom Ellis (Chair), Alison McTaggart, Philip Shreeve, John Mitchell, David Burrage, Andrew Wright and Claudia Dickson (Clerk). BCllrs Mary and Barry Coleman, CCllr H Thirtle, and 1 member of the public.

1. **Apologies for Absence**

Fred Sharman, PC Gary May

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

Cllrs Shreeve and Burrage item 10.

1. **Minutes of the Last Meeting**

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

1. **Matters Arising**
* The streetlight near 15 Grove Road is still not working. Clerk to report.
1. **Borough and County Councillor Reports / Police Report**

BCllr M Coleman will be attending the next SNAP meeting and will report any problems.

BCllr B Coleman reported the concurrent functions grants will be remaining the same.

CCllr H Thirtle informed the Council that the recent budget includes £98m towards a third river crossing in Great Yarmouth. £22m more is needed. It shows confidence in Great Yarmouth with more industry arriving.

The Broads Authority have purchased land at Acle Bridge and will be extending it to add more moorings.

There are plans to restore the Winter Gardens with a Heritage Lottery Fund grant. The Waterways on Great Yarmouth sea front is being redeveloped.

CCllr Thirtle has a £6,000 Highways grant for small road improvements available until April 2018.

Cllr Mitchell spoke about the problems pedestrians have crossing over the main road from Tower Road. Highways wanted something more substantial than perhaps is necessary. Barhale constructed a trod path from the bus stop to the layby but there is still nothing from the layby to Tower Road. Clerk to ask Jon Winnett for a site visit to look at options.

CCllr Coleman mentioned that there are a lot of road works in Great Yarmouth at present. A new roundabout is to be constructed in the New Year instead of the traffic lights to turn into the railway station and ASDA. There is also resurfacing near the hospital.

1. **Correspondence**
* The Clerk had received a request to promote baby sensory classes.
* The next Community Lands Trust meeting is on the 12th December 2017.
1. **Parish clerk’s report - update on highways and other issues**
* Highways will be clearing the ditch either side of the gateway to the Village Hall and further up the B1152.
* The Highway Ranger confirmed that the vegetation around the bench at Low Road will be cut back on both sides.
* The Highway Ranger was unable to meet Cllr Mitchell but advised that all the grips in the area will be cleared before Christmas to aid surface water drainage near the farm.
* Highways confirmed that a car is legally allowed to park on a Highway verge as long as it is not causing an obstruction. Clerk to further query whether it is legal if there are double yellow lines or a high kerb.
* Highways report that the Tower Road potholes have been repaired. Cllr McTaggart confirmed that is correct for all bar the one outside Home Cottage. Clerk to report.
* Cllr Burrage reported the footpath sign along Low Road has not been re-erected.
* The Clerk reported overgrown verges along Tower Road but Highways say they do not meet their intervention criteria. Clerk to email Highways direct.
* The 30mph sign in Tower Road will be replaced but the Clerk has not yet received confirmation of completion.
* The blocked gullies on the road to Potter Heigham Bridge had already been reported and action identified.
* The missing Potter Heigham sign on Staithe Road has a completion date of 6/2/18.
* Cllr McTaggart asked the Clerk to report a street light at the exit of Tower Road, opposite Raycon, and also flooding by the pumping station along Tower Road. The ditch and drain need to be cleared.
1. **Financial and administration matters**
2. The Clerk has not been able to finalise the budget/precept calculations so these will be on the agenda for January.
3. The NALC subscription will be increasing by 1.9% plus a £30 charge for the website hosting.
4. The Fuel Allotment Charity requested a £300 donation. This was proposed by Cllr McTaggart and seconded by Cllr Burrage. All agreed.
5. Invoices to approve for payment. The Income and Expenditure report was given to the Councillors along with a list of the invoices to be approved for payment. £300.00 for the Fuel Allotment winter payments was added to the list. Cllr McTaggart proposed the payments be approved, Cllr Ellis seconded and all agreed.
6. **Planning Matters**

The Clerk had been contacted by a resident who lives in Bastwick Tower House, Tower Road. His neighbour changed the name of his house to Tower House and there have been problems with post and parcels being delivered to the wrong addresses. Once a new house name has been agreed the planning department at GYBC can only request a name change not insist. They are however prepared to number all the houses along Tower Road. Cllr Burrage suggested a Land Registry search if there is any doubt about house names. Cllr Mitchell has a village map from 1906 and will see if either house is named.

1. **Allotments**
* 3 payments are still outstanding. Clerk to send reminder letters
* There has been no interest so far in the vacant plot.
1. **Defibrillator**

BT have informed the Clerk that the Parish Council does not own the box and the defibrillator cannot be installed until a completion notice has been received. This should be sent in the next 2 weeks.

Thanks were expressed to Craig Sharman for clearing the trees and shrubs round the phone box. And for trimming the church yard hedge.

A collection at the Trinity Broads Singers concert on the 3rd December raised £303.35. Thanks were given to Cllr Mitchell for all his fundraising and promotion efforts. The Clerk will send a letter of thanks to the Trinity Broads Singers for the donation.

The Parish Council agreed to an estimated cost of £190 for the electrical connection of the defibrillator.

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

None received

1. **Public participation**

None.

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

The next meeting will be held on 2nd January 2018, in the Village Hall at 8 pm.

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