**Repps with Bastwick Minutes of the Parish Council Meeting**

**held on 13th March 2018 at the Village Hall at 8pm**

**In attendance:** Cllrs: Fred Sharman (Chair), Alison McTaggart, Philip Shreeve, John Mitchell, David Burrage, Andrew Wright and Claudia Dickson (Clerk). BCllr Mary Coleman, CCllr H Thirtle and 4 members of the public.

1. **Apologies for Absence**

Tom Ellis, PC Gary May, BCllr Barry Coleman,

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

Cllrs Shreeve and Burrage item 10, allotments.

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 McTaggart. Unanimously agreed.

1. **Matters Arising**

Cllr Coleman confirmed they no longer get a Ward budget so is unable to contribute towards any more planters.

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

PC May sent a police report. There have been 2 calls to Norfolk Constabulary since the last meeting: 1 domestic related incident (non-crime), 1 theft. There were also 2 recorded crimes/

incidents for the same period: 1 domestic related incident (non-crime), 1 theft.

BCllr Coleman had nothing to report from GYBC. CCllr Thirtle informed the Council he had just come from a meeting where a Christmas Festival for Great Yarmouth was discussed and agreed. £25,000 will be spent on a 4 week event.

CCllr Thirtle gave an update from the Broads Authority. £630m has been spent on purchasing the North quay at Acle Bridge. Plans for knocking down the cafe and building a restaurant with educational facilities are being looked at. They will also be taking over the old toilet block, currently with GBYC. It will be a 2 year project so a mobile cafe will probably be provided for this summer. The location of the next Parish Forum is being considered.

The Broads Authority is also looking at their agricultural policy, including low level grazing and general countryside management. They do not have the knowledge for this so will be consulting with farmers in order to avoid the appearance of the Broads being altered.

The James Paget has had unprecedented demand this winter, at one time they were running at 115% capacity. Year on year there has been a 23% increase in people coming through the doors.

Cllr Burrage queried the vehicle access to the proposed new facilities at Acle Bridge. CCllr Thirtle said he and another CCllr, Brian Iles, had donated £2,000 each of their transport budget for new signs to improve safety but it was something that needed to be looked at in detail.

NCC had 49 snow ploughs out during the cold weather and used 7,000 tonnes of salt and sand. Thanks were expressed to Cllr Mitchell and his sons for their work with the snow ploughs in and around the village. Cllr Sharman had been asked to cover Eccles to Weybourne, which is totally unrealistic, and is now a co-ordinator, however had difficulty contacting NCC after 5pm.

1. **Correspondence**
* Invitation to attend the Civic Voice Chelmsford “Sharing Success” Event on the 24th April.
* The next Broads Authority Parish Forum will be held on 21st March, 6.30-8.30 pm at Yare House, Thorpe Road, Norwich.
* A request from the Benjamin Foundation to be allowed to advertise their Heart and Home Supported Lodging Service - looking for host families with a spare bedroom to support a young person on their journey towards independent living. The Council agreed.
* CPRE will hold their Norfolk Annual Lecture in Norwich Cathedral on Thursday 31st May at 5.30 pm
* CPRE will also hold their Norfolk Awards on Thursday 19th November in Norwich Cathedral. There are various categories for nominations.
1. **Parish clerk’s report - update on highways and other issues**
* The Clerk had received an email from GYBC detailing the ownership of the ditch outside Rolling Rise, Tower Road. The ditch needs to be cleared, and used to be by Highways, but has not been recently. Jon Winnett indicated he would arrange for posts to be installed to prevent parking hard up against the ditch and the consequential eroding of the bank if it was cleared. Clerk to contact the Environment Agency to query if it is currently a health hazard.
* The street light on Church Road has a dead service. Once UK Power Networks have repaired the fault the GYBS engineers will return to check it is working.
* No update has been received on the pot hole under the Grove Road street lamp.
* The pothole on Low Road should have been resolved.
* The ‘Unsuitable for Heavy Vehicle’ post will be mended.
* A letter has been sent to the filling station regarding repairing the fence but a reply has yet to be received.
* The Clerk was asked to report several more pot holes and to check whether another street light on Church Road is affected by the dead service.
1. **Financial and administration matters**
2. Annual donations to Citizens Advice (£50), East Anglian Air Ambulance (£25) and Norfolk Accident Rescue (£25) were agreed.
3. 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. Cllr McTaggart proposed the payments be approved, Cllr Wright seconded and all agreed.
4. **Planning Matters**
5. BA/2018/0037/HOUSEH - replace annex roof, replace patio doors with cladding on east elevation, add new window to north elevation - 69 Riverside, NR29 5JX. The Council had no objections.
6. **Allotments**

2 residents enquired about the vacant allotment plot. One by phone and one by email but no response was received when the Clerk replied to the email. The allotment plot has been marked up and let to Mr and Mrs Travis. The allotment agreement was signed by the Chair and the Clerk and will be posted to the new tenant.

Clerk to forward the email details of the other resident to Cllr Burrage who will make contact. Clerk to contact Ms Solomon, plots 12B & 13, to see if she still wants all of hers.

Cllr Burrage will check that the hedge trimmings have been cleared.

1. **GDPR**

The Clerk gave an update on the GDPR. There is conflicting advice as to whether the Clerk can be the DPO, further information and help is being sought by NALC from the Government.

NALC have sent a toolkit to enable Councils to begin to be compliant. This process needs to be started by the 25th May.

1. **Matters for reporting or future agenda**
* On the 5th April Christine Wheeler will be officially opening the defibrillator, at 5pm. The Mercury have agreed to do a piece. Cllr McTaggart to contact them if they do not get back to her. Cllr Burrage reported that the defibrillator was accessed on Sunday, but it wasn’t used.
* Cllr Mitchell alerted the Council to Norfolk Day - 27th July 2018.
1. **Public participation**
* A member of the public expressed is disappointment that they were not notified that the Parish Council meeting had been cancelled last week. The Council apologised.
* Another member of the public queried the quality of the repair work of the road after the installation of the sewer. Cllr Burrage explained that there is a 2 year settling period of the work. Repairs will be done once the ground has subsided. The inspectors are aware of the problems. Clerk to contact Anglian Water for an update.
* The member of the public also queried the 40mph limit through the village. The Parish Council has tried many times to get the limit reduced but has been informed it won’t happen as the accident rate is not high enough. It was suggested a Speed Watch Group could be formed so speeds through the village can be recorded. Clerk to query how often the Police camera is positioned in Repps.
1. **Date and Time of the Next Meeting**

The next meeting will be held on 3rd April 2018, in the Village Hall at 8 pm.

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

**NOTES TO AGENDA 13th MARCH 2018**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

CGM Group Grounds maintenance Feb 18 416.26

URM (UK) Ltd glass recycling Jan 18 18.00

Reedham Parish Council GDPR & NALC conference C Dickson 20.00

C Dickson February 18 salary 145.02

HMRC PAYE February 17 36.40

C Dickson expenses mileage 7.76

 Toner 166.94 174.70

**TOTAL £810.38**

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| **REPPS WITH BASTWICK PARISH COUNCIL** |
| **INCOME AND EXPENDITURE REPORT** |
| **AS AT 27.2.18** |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 8,186.00 |  | CLERKS SALARY/TAX | 181.42 | 1,957.98 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 12.75 | 295.67 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 346.88 | 3,399.84 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 922.36 |
| HMRC VAT |  | 776.30 |  | RECYCLING |  | 71.85 |
| GRASS CUTTING |  | 75.00 |  | HALL HIRE |  | 75.00 |
| GLASS & MISC | 18.00 | 133.47 |  | AUDIT & INSURANCE |  | 413.00 |
| TRANSPARANCY FUNDING |  |  | FUEL ALLOTMENT |  | 300.00 |
| ALLOTMENTS |  | 1,026.60 |  | SECTION 137 |  | 117.00 |
| NCC/CIL |  |  |  | HMRC/VAT | 69.38 | 741.39 |
| MISCELLANEOUS |  | 247.04 |  | PROF/SUBS/TRAINING |  | 138.29 |
| DEFIBRILLATOR |  | 1,603.35 |  | MISCELLANEOUS |  | 2,658.35 |
|  |  |  |  | VILLAGE WORK |  | 0.00 |
| **TOTAL** | 18.00 | 12,047.76 |  | **TOTAL** | 610.43 | 11,090.73 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 27.2.18 |  | **BANK ACCOUNT** | AS AT 27.2.18 |
| BALANCE B/FWD | 2,112.00 |  |  | CURRENT ACCOUNT | 1,519.57 |  |
| INCOME | 18.00 |  |  |  |  |  |
| EXPENDITURE | -610.43 |  |  |  |  |  |
|  | **1,519.57** |  |  |  | 1,519.57 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| BALANCE | **1,519.57** |  |  | BALANCE | **1,519.57** |  |
|  |  |  |  |  |  |  |
|   |   |   |   |   |   |   |
| **SAVER ACCOUNT** |
| **AS AT 27.2.18** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER |  | 5,000.00 |  |  |  |  |
| INTEREST |  | 1.05 |  |  |  | 0.00 |
| **TOTAL** | 0.00 | 5,001.05 |  | **TOTAL** | 0.00 | 0.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 27.2.18 |  | **BANK ACCOUNT** | AS AT 27.2.18 |
| BLANCE CD/FWD | 5,986.85 |  |  | CURRENT ACCOUNT | 5,986.85 |  |
| INCOME | 0.00 |  |  |  |  |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **5,986.85** |  |  |  | **5,986.85** |  |