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

**held on 5th June 2018 at the Village Hall at 8pm**

**In attendance:** Cllrs: Fred Sharman (Chair), Alison McTaggart, David Burrage, Andrew Wright and Claudia Dickson (Clerk). CCllr H Thirtle and 2 members of the public.

1. **Apologies for Absence**

Tom Ellis, Mary and Barry Coleman

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

Cllr Burrage item 11, allotments.

1. **Minutes of the Last Meeting**

Cllr McTaggart proposed accepting the minutes as a true record, Cllr Wright seconded and they were signed by Cllr Sharman as Chair of the meeting.

1. **Matters Arising**

None received.

1. **Co-Opting a Parish Councillor**

There were 4 applicants for 2 positions. All applicants were considered on their merits but it was felt that George and Carol Willett, due to their attendance at a majority of the Parish Council meetings, have shown the most active interest in the Parish and therefore should be offered the vacant positions. They accepted the co-option and joined the other Parish Councillors as members of the Parish Council.

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

Cllr Thirtle reported that the new leader of Norfolk County Council is Andrew Proctor, the leader of Broadland District Council. He brings different ideas and is bringing different teams together to look at current working.

The Broads Authority is looking into having post codes displayed at all their moorings.

Following the purchase of the cafe and land at Acle Bridge the Broads Authority offered a £1000 prize to the best 3 architectural plans for a new cafe and educational facilities. 165 companies contacted them for further information and 95 sets of drawings were submitted! Staff were asked to rate their top 3 and from those the top 10 are to be looked at in more detail. Cllr Thirtle is now vice-chairman of the Broads Authority.

Cllr McTaggart requested that showers be considered at the new building, and also proper rubbish disposal. Cllr Thirtle agreed that waste from boats is a problem as it isn’t domestic waste but why should the local community pay for the business waste removal. In some places it has to be emptied every day.

1. **Correspondence**

* The Clerk read out a letter from Superintendent Roger Wiltshire thanking us for the letter regarding PCSO Edwards service to the village.
* Confirmation has been received that the War Memorial will be Grade II listed. Sally Mitchell has reported that 2 dates on the listing are incorrect.
* A meeting of a Southern Parishes Group has been arranged for Saturday 23rd June

1. **Parish clerk’s report - update on highways and other issues**
2. The Clerk was asked to report the following Highways issues:

* Pot holes on Church Road
* Overhanging branches on the cycle way past the old Post Office on Bridge Road
* Trees over the footpath alongside the playing field
* The middle section of the footpath from Grove Road to Main Road has not been cut

1. There was 1 antisocial behaviour reported to the Police, on Evans Lombe Close, in April
2. Pug Street Staithe - there should be no overnight parking. Reports that boats have been cast off from their moorings. It is suspected that more parking permits have been issued than are spaces. Cllr Sharman has found mention of ownership of the Staithe in the deeds of his farm, he will investigate further. Clerk to contact Tom Williamson from the UEA who produced a Staithe Research Report last year.
3. **Financial and administration matters**
4. The cheque to Norfolk Accident Rescue has been returned as it was sent to the wrong address. It has now been reposted.
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. It was agreed to withhold the payment to CGM until the grass in the churchyard is cut properly. Cllr McTaggart proposed the remainder of the payments be approved, Cllr Wright seconded and all agreed.
6. **Planning Matters**
7. BA/2018/0176/NONMAT - non-material amendment to BA/216/0162/HOUSEH - use galvanised corrugated sheets on extension, change angle of bay windows and add small canopy over side door - Iris, 1 Riverside. The council had no objections.
8. **Allotments**

The Clerk emailed the interested resident but once again received no reply. Cllr Burrage will call round to see if she would still like an allotment.

1. **Grass Cutting**

Numerous complaints have been received regarding the grass cutting, or lack of, in the Churchyard. It was agreed to withhold payment until the Churchyard grass is of an acceptable standard. The Clerk to contact CGM and request a site visit.

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

* Cllr Sharman asked the Clerk to contact the Parish Magazine to get the Parish Council contact details amended.
* Cllr Sharman passed on information that he has asked the Drainage Board about installing a defibrillator on Pugg Street Staithe. They would be happy for their electric supply to be used and he would ask for contributions from the river residents.
* Cllr McTaggart reported that Tower Road ditches are the responsibility of the people buying the houses. The ditches outside Rolling Rise and the GYBC house are full of rubbish. It is not clear is there is a soakaway or if the ditch is connected to the ditches further down Tower Road where they run into John Mitchell’s field. The flooding outside Raikon is terrible at the moment.
* Cllr Burrage reported on a resident on Church Road who had had scaffolding outside his house for 5 months before a 6 hour job was completed by GYBC. He was unable to get out of his back door and as a result could not access his mobility scooter. Cllr Thirtle will investigate.

1. **Public participation**

None received.

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

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

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

**NOTES TO AGENDA 5th JUNE 2018**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| CGM Group Grounds maintenance May 18 416.26  C Dickson May 18 salary 151.45  HMRC PAYE May 18 37.80  C Dickson expenses mileage 9.90  **TOTAL £615.41** | | | | | | |
| INCOME AND EXPENDITURE REPORT | | | | | | |
| AS AT 29.5.18 | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 4,185.00 |  | CLERKS SALARY/TAX | 189.25 | 370.67 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 24.24 | 29.19 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 346.88 | 693.76 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 468.73 |
| HMRC VAT |  |  |  | RECYCLING | 6.00 | 6.00 |
| GRASS CUTTING |  |  |  | HALL HIRE | 180.00 | 180.00 |
| GLASS & MISC | 12.00 | 22.50 |  | AUDIT & INSURANCE | 324.20 | 324.20 |
| TRANSPARANCY FUNDING | |  |  | FUEL ALLOTMENT |  |  |
| ALLOTMENTS |  |  |  | SECTION 137 |  | 100.00 |
| NCC/CIL |  |  |  | HMRC/VAT | 70.58 | 139.96 |
| MISCELLANEOUS |  |  |  | PROF/SUBS/TRAINING | 153.10 | 153.10 |
| DEFIBRILLATOR |  |  |  | MISCELLANEOUS |  | 30.00 |
|  |  |  |  | VILLAGE WORK |  |  |
| **TOTAL** | 12.00 | 4,207.50 |  | **TOTAL** | 1,294.25 | 2,495.61 |
| TRANSFER |  | 200.00 |  | TRANSFER | 2,000.00 | 2,000.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.5.18 | |  | **BANK ACCOUNT** | AS AT 29.5.18 | |
| BALANCE B/FWD | 4,315.82 |  |  | CURRENT ACCOUNT | 1,238.57 |  |
| INCOME | 12.00 |  |  |  |  |  |
| EXPENDITURE | -1,294.25 |  |  |  |  |  |
|  | **3,033.57** |  |  |  | 1,238.57 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER | -2,000.00 |  |  | 101129 | 25.00 |  |
|  |  |  |  | 101139 | 180.00 |  |
| BALANCE | **1,033.57** |  |  | BALANCE | **1,033.57** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **SAVER ACCOUNT** | | | | | | |
| **AS AT 29.5.18** | | | | | | |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER | 2,000.00 | 2,000.00 |  | TRANSFER |  | 200.00 |
| INTEREST |  |  |  |  |  |  |
| **TOTAL** | 2,000.00 | 2,000.00 |  | **TOTAL** | 0.00 | 200.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.5.18 | |  | **BANK ACCOUNT** | AS AT 29.5.18 | |
| BLANCE CD/FWD | 5,789.84 |  |  | CURRENT ACCOUNT | 7,789.84 |  |
| INCOME | 2,000.00 |  |  |  |  |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **7,789.84** |  |  |  | **7,789.84** |  |