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

**held on 4th September 2018 at the Village Hall at 8pm**

**In attendance:** Cllrs: Fred Sharman (Chair), Alison McTaggart, Tom Ellis, David Burrage, Andrew Wright, Carol Willett, George Willett, and Claudia Dickson (Clerk). BCllr Barry Coleman and CCllr H Thirtle

1. **Apologies for Absence**

BCllr Mary Coleman

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

Cllr Burrage item 12, allotments.

1. **Minutes of the Last Meeting**

Cllr Burrage 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. **Borough and County Councillor Reports / Police Report**

CCllr Thirtle gave an update from Norfolk County Council. August us usually a quiet month but the new leader has been looking at the finances. £94m worth of savings are needed over the next 3 years. Austerity has been affecting everyone, including NCC. £300m worth of savings have already been made but looking at every means possible may require a reduction in services. This would not be a good thing and would be disappointing.

CCllr Thirtle is now the Chairman of the Broads Authority. The next meeting is at the end of September when the land at Acle Bridge will be discussed. The next Parish Forum is on the 19th September. Possible items for discussion are cycle routes, Acle Bridge and windmills.

Cllr McTaggart asked for an update on the closure of part of the Wherryman’s Way at Reedham. The path was closed by the Broads Authority and landowner over 2 years ago but protracted negotiations between the Parish Council and the landowner have not yet managed to reopen the permissive path.

BCllr Coleman had been contacted by a parishioner regarding the state of the grass cutting in the village. GYBS/Norse initially said the grass was not cut where the daffodils had been growing but later accepted this was not accurate. BCllr Coleman had to request a visit several times before any action was taken. In the end BCllr Coleman and CCllr Thirtle mowed the areas along the Main Road themselves. The Council thanked them for their efforts. GYBS/Norse have accepted responsibility going forward.

BCllr Coleman also informed the Council of his and Mary’s intention to retire and not to stand for election in May.

1. **Correspondence**

* The Great Yarmouth Draft Local Plan Part 2 was discussed by the Council. Several plots have been identified for possible development but the Council did not feel a response was necessary. BCllr Coleman gave an update on the number of houses required in the Great Yarmouth area. Previously it had been around 7,200 by 2030, this has now been reduced to around 5,200. All sites identified in the Draft Plan will be evaluated and considered. The consultation runs until 30th September 2018.
* The Great Yarmouth Third River Crossing consultation runs until 5th October 2018. Details can be vound on the Norfolk County Council website.
* The next Broads Parish Forum is on Wednesday 19th September 6.30 to 8.30pm.
* The Yarmouth Parishes Group is meeting on Wednesday 5th September at The White Hart, Lowestoft
* The Council received an invite to the Battle of Britain Service in the Great Yarmouth Minster on Sunday 16th September at 6.30pm
* GYBC sent a letter regarding the hire and use of inflatable play equipment
* NALC are holding Cafe Clusters as network meetings for Clerks and Councillors. The nearest one is at Vera’s Coffee Shop, Wayford Nurseries, Stalham on 9th October
* The James Paget Governors sent a letter regarding communication methods.
* Mr John Mitchell requested the Parish Council write to UK Power Networks asking if during the power outage on the 20th September to replace overhead lines along the river bank they could also connect the transformer at Hall Farm to the HV lines. The Council agreed and the **Clerk** will send a letter/email.

1. **Parish clerk’s report - update on highways and other issues**
2. The Clerk requested Highways pass a camera down the Tower Road ditch under the road but has not received a response.
3. **Grass Cutting**

The Council reported that the contractor had not returned following the work to restore the Churchyard to a useable state. **It was agreed** to continue to withhold payment.

1. **Incident at the Allotments**

Cllr Sharman informed the Council of an incident at the allotments. 4 iron stakes and netting was erected to the hedge by Mr Pegg’s allotments, blocking the use of the path for other allotment holders. Mr King, who was affected by the barricade, spoke Mr Pegg, who moved towards Mr King’s father, whereby Mr King hit Mr Pegg knocking him to the ground and unconscious. Mr King was arrested and spent a night at the Police station. Cllr Sharman has given a statement to the Police regarding the situation and rules and regulations at the allotments but was not present at the incident. The netting has not yet been removed. It is not known who erected the barrier but it is of the same material as windbreaks on Mr Pegg’s allotment. The **Clerk** will send an open letter to all allotment holders asking that no barriers be erected and that the annual inspection will take place in October.

1. **Financial and administration matters**
2. The Income and Expenditure report was given to the Councillors. The discrepancy on cheque 101147 has yet to be resolved. The Clerk has queried it with her own bank but not received much assistance. A letter to be sent.
3. Invoices to approve for payment. A list of the invoices to be approved for payment were presented to the Council. All bar CGM were approved for payment.
4. **Planning Matters**
5. BA/2018/0250/HOUSEH - extension to residential dwelling - The Harbour, 74 Riverside, NR29 5JX. The council had **no objections**.
6. BA/2018/0279/FUL - change of use of existing barn and cattery to holiday accommodation - Bastwick Tower House, Tower Road, NR29 5JN. The council had **no objections**.
7. BA/2018/0290/HOUSEH - barn extension - The Barn, Tower Road, NR29 5JN. The council had **no objections** however the Clerk to check the planning status of the static caravan.
8. **Allotments**

No further update.

1. **A memorial for Geoffrey Dowe**

A replacement seat in the churchyard next to the ashes was suggested. **Clerk** to research recycled plastic benches for the next meeting.

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

* The tree is still down on the footpath between Main Road and Low Road, by the White Hart. **Clerk** to report.
* The Chip Shop car park needs attention. **Clerk** to email CCllr Thirtle to request the BA look into ownership.
* The Low Road seat is in a state of disrepair. **Clerk** to include a second seat when looking for a memorial for Geoffrey Dowe.
* The bin in the corner of the Playing Field is over flowing. **Clerk** to re-report.

1. **Public participation**

None received.

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

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

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

**NOTES TO AGENDA 4th SEPTEMBER 2018**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

CGM Group Grounds maintenance July 18 416.26

Grounds maintenance Aug 18 416.26 832.52

URM Glass recycling July 18 16.20

Repps with Bastwick Playing Field Defib training hall hire 15.00

Norfolk Parish Training & Support New Councillor Training 110.00

C Dickson July 18 salary 151.25

August 18 salary 151.45 302.70

HMRC PAYE July 18 38.00

PAYE August 18 37.80 75.80

C Dickson expenses mileage 9.90

postage 9.44 19.34

**TOTAL £1,371.56**

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| --- | --- | --- | --- | --- | --- | --- |
| **INCOME AND EXPENDITURE REPORT** | | | | | | |
| **AS AT 29.8.18** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH Jul-Aug** | **YEAR TO DATE** |  |  | **MONTH Jul-Aug** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 8,370.00 |  | CLERKS SALARY/TAX | 189.25 | 749.17 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 13.94 | 53.03 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 346.88 | 1,387.52 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 468.73 |
| HMRC VAT | 934.34 | 934.34 |  | RECYCLING | 18.00 | 24.00 |
| GRASS CUTTING |  |  |  | HALL HIRE |  | 180.00 |
| GLASS & MISC | 18.30 | 73.20 |  | AUDIT & INSURANCE |  | 324.20 |
| TRANSPARANCY FUNDING | |  |  | FUEL ALLOTMENT |  |  |
| ALLOTMENTS |  |  |  | SECTION 137 |  | 100.00 |
| NCC |  |  |  | HMRC/VAT | 72.98 | 282.32 |
| MISCELLANEOUS |  |  |  | PROF/SUBS/TRAINING | 11.88 | 164.98 |
| DEFIBRILLATOR |  |  |  | MISCELLANEOUS |  | 30.00 |
| **TOTAL** | 952.64 | 9,377.54 |  | **TOTAL** | 652.93 | 3,763.95 |
| TRANSFER |  | 200.00 |  | TRANSFER | 2,000.00 | 4,000.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.8.18 | |  | **BANK ACCOUNT** | AS AT 29.8.18 | |
| BALANCE B/FWD | 4,635.56 |  |  | CURRENT ACCOUNT | 3,948.60 |  |
| INCOME | 952.64 |  |  |  |  |  |
| EXPENDITURE | -652.93 |  |  |  |  |  |
|  | **4,935.27** |  |  |  | 3,948.60 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER | -2,000.00 |  |  | 101139 | 180.00 |  |
|  |  |  |  | 101144 | 416.26 |  |
|  |  |  |  | 101148 | 416.26 |  |
|  |  |  |  | Less difference in chq 101147 | 0.81 |  |
| BALANCE | **2,935.27** |  |  | BALANCE | **2,935.27** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **SAVER ACCOUNT** | | | | | | |
| **AS AT 29.8.18** | | | | | | |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER | 2,000.00 | 4,000.00 |  | TRANSFER |  | 200.00 |
| INTEREST |  | 3.27 |  |  |  |  |
| **TOTAL** | 2,000.00 | 4,003.27 |  | **TOTAL** | 0.00 | 200.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.8.18 | |  | **BANK ACCOUNT** | AS AT 29.8.18 | |
| BLANCE CD/FWD | 7,793.11 |  |  | CURRENT ACCOUNT | 9,793.11 |  |
| INCOME | 2,000.00 |  |  |  |  |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **9,793.11** |  |  |  | **9,793.11** |  |