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

**held on 4th June 2019 at the Village Hall at 8pm**

**In attendance:** Cllrs: Fred Sharman (Chair), Alison McTaggart, Christopher Wallace, Andrew Wright, Carol Willett, George Willett, Tom Ellis ,Claudia Dickson (Clerk), CCllr Haydn Thirtle, and BCllr Andy Grant

1. **Apologies for Absence**

PC Gary May.

Cllr Sharman thanked Cllr McTaggart for taking the Chair last meeting, and congratulated Cllr C Willett for being elected Vice-Chairman. Cllr Wallace was welcomed to the Council.

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

None received.

1. **Minutes of the Last Meeting**

These were **agreed** to be a true record and were signed by Cllr Sharman as Chair of the meeting.

1. **Matters Arising**

* 10 dog fouling signs have been ordered and will be delivered to the Clerk or Chairman.
* CGM have apologised for the damage to the signs in the community orchard. The teams will be briefed to be more careful and it will also be detailed on the programme schedules.

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

The police statistics for April were 1 anti-social behaviour Evans Lombe Close, 1 burglary at the playing field/village hall.

There was no NCC update as there have been no full Council meetings in the past month.

The Waterways in Yarmouth received £2.7m Lottery funding and is looking impressive after its refurbishment. It is an asset to the town. The Winter Gardens however are in a poor way as no-one has come forward to do the £14m repairs and restoration. There is no clear end use. The Alderman Swindell Special School is progressing. It will be a residential school for boys with emotional, educational and special needs and will cost £12m. It is hoped this will help reduce the overall £40m transport budget for special educational needs children.

BCllr Grant gave thanks for the support he received in his election. He knows he has a long way to go to live up to Barry and Mary Coleman’s tenure. The Conservatives won 20 seats and so have formed an Administration. Carl Smith is the new leader of GYBC and BCllr Grant has been reappointed Chairman of the Housing Committee. The decision on the £26m refurbishment of the Marina Centre will be taken next month. GYBC are proactively looking to buy up empty properties to return them to the housing market. They are looking for empty and abandoned houses across the Borough, not just in Yarmouth, and they can be reported on the website. Cllr Sharman reported an empty Council house on Church Road.

The A47 Vaxuhaull roundabout will be upgraded as part of a £10m road infrastructure improvement scheme in Yarmouth. It will cause traffic chaos... The Third River crossing is on target to start in 2021 and finish in 2023.

Caister is to have 725 new homes.

On the back of recent burglaries CCllr Thirtle reported an initiative that is encouraging Parish Councils to write to the Police and Crime Commissioner stating there are not enough Police in evidence in villages.

Cllr McTaggart enquired on how to report excessive rubbish outside Council properties. BCllr Grant said there is a zero tolerance policy. There is a problem house on Tower Road.

1. **Correspondence**

* Environment Agency consultation: draft national flood and coastal erosion risk management strategy for England online consultation - see the Environment Agency website.

1. **Pugg Street Staithe**

Cllr Sharman attended a RTTA (River Thurne Tenants Association) meeting. Quotes for the quay heading repair have been received. Getting the ownership established is the priority. A meeting with Environment Agency planned for later this month. The drainage board is getting maps together to find out what they own in the area. In the 1600s it was owned by Manor Farm but in 1883 gifted to village for the loading and unloading of goods but it was/is not a registered piece of land. The quay heading is now in a bad way and becoming dangerous. The Council would like to establish ownership before spending money on what might be someone else’s property, and then find out how the repairs could be funded.

A member of the public has done extensive research into the ownership. The main dyke & main staithe are not registered. The compound and downstream dyke next to pump house are registered to the Environment Agency. In 1966 the Clerk to East Suffolk & Norfolk River Authority (precursor of the Environment Agency), in a presentation to the Broads Consortium, recognised Pugg St Staithe as one of theirs. Later on they registered the compound, the bit that was of use to them, and the downstream dyke but not rest. If the Parish Council wants to take on the area the EA would probably be happy to transfer it over. The legal ownership is most likely with EA. The Council could ask EA to do the necessary repairs as they have trustee ownership, but if the PC offered to do it in return for ownership the EA would probably not contest it as they would rather the PC has it than them.

The question for the Council is do we push to have it repaired or sort out the ownership first. **Clerk** to ask Mr Bacon or BCllr Grant for assistance in registering the area. There is a right for residents of Repps to use the staithe so it can’t be closed. If a few interested parties can be involved then the costs will be less for all. If the PC does the repairs rather than EA then less paperwork and it could be done quicker.

There is a car parking issue that would need to be addressed long term.

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

No further updates to report.

1. **Financial and administration matters**
2. The Income and Expenditure report was presented to the Councillors.
3. A list of the invoices to be approved for payment were presented to the Council. The Clerk recommended the Inspire quote via Came and Company brokers due to the greater level of Legal Cover. The Council **agreed**. All invoices were **approved** for payment.
4. **Planning Matters**
5. BA/2019/0169/HOUSEH - conversion of garage/porch to habitable space and re-profiling of existing single storey rear extension at 1 Tower Road. The Council had **no objection**.
6. BA/2019/0170/HOUSEH - alterations and extensions at Cedars, 42 Riverside. The Council had **no objection**.
7. **Allotments**

No update this month.

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

* The recent heavy rain caused a massive flood on Tower Road that took a long time to drain away.
* The **Clerk** was requested to report to CGM that the grass by the Jubilee Seat has not been cut.
* Rolling Rise ditch

1. **Public participation**

A member of the public informed the Council of a Social Enterprise she is planning on setting up using their allotment adjacent to their garden. It will be for education and life skills learning for those aged 16+, including learning to grow vegetables and then how to cook them. Initially it will be one day a week for a maximum of 6 people, building up to 5 days a week 9am to 4pm. The ratio of helpers to participants will be 1:3. It will be a not-for-profit enterprise and funding is being sought from Social Enterprise. The Council were very supportive of the initiative.

The applicant of the planning permission to renew the temporary permission for car park use at Land at Former Bridge Hotel, The Causeway informed the Council that permission had been granted. There is a new owner of the land who has plans to develop the site in the next few years. Ownership includes part of the car park area the other side of the road next to the Staithe. There is a query regarding the placement of one of the Parish Council car park signs that may have to be moved.

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

The next meeting will be held on 2nd July 2019 in the Village Hall at 8 pm.

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

**NOTES TO AGENDA 4th JUNE 2019**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

CGM Group Grounds maintenance May 19 416.26

Came and Company insurance renewal 302.85

C Dickson May 19 salary 158.82

HMRC PAYE May 19 39.60

C Dickson expenses mileage 4.95

stamps 8.40

Land Reg 3.00

stationery 3.20 19.55

**TOTAL £937.08**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **INCOME AND EXPENDITURE REPORT** | | | | | | |
| **AS AT 31.5.19** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 4,343.50 |  | CLERKS SALARY/TAX | 198.42 | 387.67 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 26.08 | 47.35 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 346.88 | 693.76 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 922.95 |
| HMRC VAT |  | 732.18 |  | RECYCLING | 12.00 | 12.00 |
| GRASS CUTTING |  |  |  | HALL HIRE | 275.00 | 275.00 |
| GLASS & MISC | 10.50 | 191.22 |  | AUDIT & INSURANCE | 35.00 | 35.00 |
| TRANSPARANCY FUNDING | |  |  | FUEL ALLOTMENT |  |  |
| ALLOTMENTS |  | 575.73 |  | SECTION 137 |  | 100.00 |
| NCC |  |  |  | HMRC/VAT | 72.45 | 141.83 |
| MISCELLANEOUS |  | 490.00 |  | PROF/SUBS/TRAINING | 160.44 | 160.44 |
| DEFIBRILLATOR |  |  |  | MISCELLANEOUS |  |  |
| **TOTAL** | 10.50 | 6,332.63 |  | **TOTAL** | 1,126.27 | 2,776.00 |
| TRANSFER |  |  |  | TRANSFER |  |  |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 31.5.19 | |  | **BANK ACCOUNT** | AS AT 31.5.19 | |
| BALANCE B/FWD | 4,707.13 |  |  | CURRENT ACCOUNT | 3,916.36 |  |
| INCOME | 10.50 |  |  |  |  |  |
| EXPENDITURE | -1,126.27 |  |  |  |  |  |
|  | **3,591.36** |  |  |  | 3,916.36 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER | 0.00 |  |  | 195 | 50.00 |  |
|  |  |  |  | 206 | 275.00 |  |
| BALANCE | **3,591.36** |  |  | BALANCE | **3,591.36** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **SAVER ACCOUNT** | | | | | | |
| **AS AT 31.5.19** | | | | | | |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER |  |  |  | TRANSFER |  |  |
| INTEREST |  |  |  |  |  |  |
| **TOTAL** | 0.00 | 0.00 |  | **TOTAL** | 0.00 | 0.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 31.5.19 | |  | **BANK ACCOUNT** | AS AT 31.5.19 | |
| BLANCE CD/FWD | 8,807.33 |  |  | CURRENT ACCOUNT | 8,807.33 |  |
| INCOME | 0.00 |  |  |  |  |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **8,807.33** |  |  |  | **8,807.33** |  |