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

**held on 2nd July 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 Leslie Mogford.

1. **Apologies for Absence**

PC Gary May, BCllr Andy Grant.

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**

None received.

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

BCllr Mogford reported: the plan to demolish and rebuild the Marina Centre has gone through the full Council. Finance has been arranged and the project can get underway. Work should start in October, it will be closed all next year. It should be returning a profit within 10 years. The 3rd river crossing is on its way. It should bring improvements to the port and new job opportunities. Cllr Sharman complained about the high cost of car parking.

CCllr Thirtle reported on a new County Council initiative, Norfolk Assist, to help people with financial difficulties to access goods and furnishings. There is additional support for those with children. The Council is having infrequent meetings at the moment but the most concern is over the drastic situation of the finances. Everyone is being urged to write to their MP as Austerity is digging hard with huge impacts on Adult Social Care and Children’s Services.

1. **Correspondence**

* A leaflet was received from Flegg Community Land Trust, recently set up covering Repps, Rollesby, Martham, Stokesby, Fleggburgh, Ormesby, Filby, Ashby with Oby, Caister, Hemsby, Somerton, Mautby, Thurne, Winterton. **Cllr Wallace** will investigate more and the **Clerk** will circulate information on Community Land Trusts.

[Cllr Ellis joined the meeting]

1. **Pugg Street Staithe**

There has been no further contact from the Environment Agency. Diana Cornell and the **Clerk** will independently contact them over the next few weeks to try to arrange a joint meeting. A Land Registry search indicates the track leading up to the Staithe is owned by the Environment Agency.

Cllr Sharman had received a letter regarding the owner of a boat moored on Pugg Street Staithe. The Broads Authority have no power to seize the boat. **Clerk** to contact the BA Ranger

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

* The grass around the Tower Road/High Road bench was reported as being mown today.
* The grass outside the Old Post Office has not been mown. **Clerk** to report to CGM.
* The footpath from High Road to Grove Road is being cut by a parishioner. **Clerk** to report to CGM.
* The Churchyard is not being mown properly again. The Council **agreed** to withhold payment of the current invoice.
* Cllr McTaggart reported that the hedge is growing around the first streetlight on Tower Road. **Clerk** to report.
* The hedge on the corner of Church Road and High Road is also growing across the footpath.

1. **Allotments**

The Clerk has sent a letter informing tenants the Council is considering changing to billing in advance rather than in arrears.

A letter was also sent informing tenants that the plots will be measured on the 8th July at 10.30am.

Thanks were given to Phil Shreeve for the donation and installation of posts numbering and identifying the allotment plots. He has also constructed a hard standing area for Mr Bond’s car.

1. **Grounds Maintenance - weeds round hard standing areas.**

The Council **agreed** this was not necessary.

1. **Financial and administration matters**
2. The Income and Expenditure report was presented to the Councillors along with a 3 month actual vs budget analysis. This was **agreed** by the Council.
3. A list of the invoices to be approved for payment were presented to the Council. All invoices, except CGM were **approved** for payment.
4. **Planning Matters**

No new applications received. Notification of approvals received:

1. BA/2019/0169/HOUSEH - conversion of garage/porch to habitable space and re-profiling of existing single storey rear extension at 1 Tower Road.
2. BA/2019/0111/FUL - extend temporary permission for car park use at Land at Former Bridge Hotel, The Causeway.
3. TRO on Low Road 15th to 19th July for electricity connection work.
4. **Matters for reporting or future agenda**

* Community Land Trusts
* Pugg Street Staithe
* The BT transformer at the side of Staithe Road has sunk. **Clerk** to report to Highways and BT.
* Cllr Ellis reported that he contacted Anglian Water regarding a smelling sewer that has now been dealt with.
* The church magazine has incorrect Vice-Chairman and Clerk’s address details. **Cllr McTaggart** to correct.

1. **Public participation**

BCllr Grant reported that the mattress outside the house in Tower Road has been removed.

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

The next meeting will be held on 6th September 2019 in the Village Hall at 8 pm.

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

**NOTES TO AGENDA 2nd JULY 2019**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

~~CGM Group Grounds maintenance June 19 416.26~~ not agreed

URM glass recycling 17.64

Norfolk Parish Training & Support Councillor training C Wallace 55.00

C Dickson June 19 salary 158.62

HMRC PAYE June 19 39.80

C Dickson expenses mileage 9.90

stamps 16.80

stationery 4.57 31.27

**TOTAL £718.59**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **INCOME AND EXPENDITURE REPORT** | | | | | | |
| **AS AT 30.6.19** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 4,343.50 |  | CLERKS SALARY/TAX | 198.42 | 586.09 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 19.02 | 47.35 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 346.88 | 1,040.64 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 922.95 |
| HMRC VAT |  | 732.18 |  | RECYCLING |  | 12.00 |
| GRASS CUTTING |  |  |  | HALL HIRE |  | 275.00 |
| GLASS & MISC | 10.50 | 201.72 |  | AUDIT & INSURANCE | 302.85 | 337.85 |
| TRANSPARANCY FUNDING | |  |  | FUEL ALLOTMENT |  |  |
| ALLOTMENTS |  | 575.73 |  | SECTION 137 |  | 100.00 |
| NCC |  |  |  | HMRC/VAT | 69.91 | 211.74 |
| MISCELLANEOUS |  | 490.00 |  | PROF/SUBS/TRAINING |  | 160.44 |
| DEFIBRILLATOR |  |  |  | MISCELLANEOUS |  |  |
| **TOTAL** | 10.50 | 6,343.13 |  | **TOTAL** | 937.08 | 3,694.06 |
| TRANSFER |  |  |  | TRANSFER |  |  |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 30.6.19 | |  | **BANK ACCOUNT** | AS AT 30.6.19 | |
| BALANCE B/FWD | 3,591.36 |  |  | CURRENT ACCOUNT | 2,989.78 |  |
| INCOME | 10.50 |  |  |  |  |  |
| EXPENDITURE | -937.08 |  |  |  |  |  |
|  | **2,664.78** |  |  |  | 2,989.78 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER | 0.00 |  |  | 195 | 50.00 |  |
|  |  |  |  | 206 | 275.00 |  |
|  |  |  |  |  |  |  |
| BALANCE | **2,664.78** |  |  | BALANCE | **2,664.78** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **SAVER ACCOUNT** | | | | | | |
| **AS AT 30.6.19** | | | | | | |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER |  |  |  | TRANSFER |  |  |
| INTEREST | 4.39 | 4.39 |  |  |  |  |
| **TOTAL** | 4.39 | 4.39 |  | **TOTAL** | 0.00 | 0.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 30.6.19 | |  | **BANK ACCOUNT** | AS AT 30.6.19 | |
| BLANCE CD/FWD | 8,807.33 |  |  | CURRENT ACCOUNT | 8,811.72 |  |
| INCOME | 4.39 |  |  |  |  |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **8,811.72** |  |  |  | **8,811.72** |  |