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

**held on 3rd September 2019 at the Village Hall at 8pm**

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

1. **Apologies for Absence**

Cllr Tom Ellis, 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**

* The Clerk apologised if not everything had been completed as she has been working to finish her CiLCA qualification.
* It was reported that the Church yard grass was still not being cut as per the contract.
* The **Clerk** was asked to get CGM to cut the trees along the footpath from Low Road to High Road as per the contract.
* Cllr McTaggart reported that the hedge around the first streetlight in Tower Road had not been trimmed. **Clerk** to chase.

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

BCllr Grant sent the following report: the house on Tower Road with rubbish in the front garden is a private property and the environmental team are taking action to get it sorted. Thank you for bringing the empty Council property to my attention and I can confirm GY Norse are in the process of getting this property brought up to spec and then re let. I will keep the PC updated on the progress.

Cllr McTaggart confirmed that the rubbish from the front garden has now been removed.

BCllr Mogford reported: the Waterways are now reopened after a 1 year restoration project. It was achieved through Council employees and volunteers hard work, and with £2.7m Lottery funding, New Anglian Partnership money and a Government grant.

The Great Yarmouth Maritime Festival is on the 7th and 8th September, including a fantastic 14ft knitted model of South Quay. The Town Hall will be open and it is expected 3 or 4 three masted ships will be visiting.

Following on from the soon to start Marina Centre rebuilding thoughts have turned to improving the sea front. The Winter Gardens will need £10-£12m to restore. It is a listed building so possible funding from the Lottery is being investigated.

CCllr Thirtle reported that NCC Leader Andrew Proctor wrote to Boris Johnson to congratulate him on becoming Prime Minister but to also request fairer funding for Councils in the long term, and sustainable funding for Adult Social Care. Investment in infrastructure is also needed.

The Council’s building company Repton Homes has submitted plans for its first project, 137 houses in Acle, to start in Spring 2020. There will be a mixture of bungalows, 2-4 bed houses, including 45 affordable homes.

Investment in Education for Special Education Needs, spending over £120m on 4 schools in total and to provide a further 170 specialised places in main stream schools. This is to reduce travel time for these pupils as currently £40m is spent on school travel.

A survey on services NCC provide and the environment returned 88% are satisfied in the local area as a place to live in, the national return is 81%. 58% access to nature and green spaces. Things people thought were very important included safe communities, Culture & Heritage. Things that NCC failed on included road infrastructure, activities for teenagers, affordable housing. Satisfaction for the Council was at 75%, national average 61%, and the previous NCC score was 42%.

1. **Correspondence**

* Norfolk Citizens Advice sent a letter thanking the Council for previous donations and requesting further financial support. It was **agreed** to defer this to the end of the year when donations are considered.
* The GYBC review of polling districts and polling places was discussed. No one had any complaints about the polling place in Repps so no comments were proposed.
* The consultation of the Great Yarmouth Draft Local Plan Part 2 was discussed. **Clerk** to respond to ask where are the extra facilities.
* The next Parish Liaison meeting is on Monday 23rd September at 7pm in the Supper Room at the Town Hall, Great Yarmouth.
* Notification was received for works needed on a tree on Grove Road currently under a TPO.

1. **Pugg Street Staithe**

Cllr Sharman had a meeting with police holiday at the staithe after an incident where an inflatable boat was run over even though there was adequate room to turn round. Nasty remarks have also been written in the dew on holiday makers cars. The campsite holiday makers are allowed to fish from the Staithe. Cars are being parked over night on the road where they shouldn’t be.

**Clerk** to register Staithe to the PC so that, going forward, it can be marked as drop off and pick up only, maximum stay 1 hour, no overnight parking. Stomp posts can be installed round the edge leaving room to turn round and a bar/barrier installed, high enough to allow a dingy underneath. A combination lock can be used with the number changed occasionally.

The Clerk has been in contact with EA, Paul Mitchelmore who is going to be dealing with repair work.

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

* CGM were due to cut the Churchyard grass last week. Cllrs confirmed this has not been done as per the contract. The **Clerk** was asked to get CGM to mow around the post box.
* Complaints have been received about the state of the footpath along the river. Cllr Sharman contacted Michael Falcon who was connected with BESL when they did the bank strengthening. They undertook to keep the path clear for 5 years but that has now ceased. The Clerk contacted the Highways Rangers, didn’t know about BESL contract. Highways must now take on the responsibility. A letter was also received from Mr John Mitchell regarding the state of the footpath.
* There will be footpath works along Potter Heigham Bridge Road w/c 4th November.

1. **Allotments**

An email from a tenant regarding a footpath was discussed. The footpaths through the allotments are separate from the public footpath around the edge of the allotments.

The **Clerk** will have finished calculating the plot sizes by next meeting, in time for the annual rents.

1. **Community Land Trusts - to discuss membership of the Flegg CLT**

The Council **agreed** to join the Flegg CLT.

[Cllr Ellis joined the meeting]

1. **Financial and administration matters**
2. The Income and Expenditure report was presented to the Councillors. 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. The **Clerk** was asked to send a letter of complaint about the Churchyard.
4. **Planning Matters**

No new applications received. Notification of approval received:

1. BA/2019/0170/HOUSEH - alterations and extensions at Cedars, 42 Riverside.
2. **Matters for reporting or future agenda**

* Cllr Ellis reported that a new rough footpath will be installed from the Village Hall to Church Road. And new fencing is to be erected at the front of the Village Hall, incorporating a wider entrance gate.

1. **Public participation**

None.

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

The next meeting will be held on 1st October 2019 in the Village Hall at 8 pm.

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

**NOTES TO AGENDA 3rd SEPTEMBER 2019**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

~~CGM Group Grounds maintenance July 19 416.26~~

~~Grounds maintenance August 19 416.26 832.52~~ not agreed

URM glass recycling 18.00

C Dickson July and August 19 salaries 317.43

HMRC PAYE July and August 19 79.40

C Dickson expenses mileage 9.90

**TOTAL £1,257.25**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **INCOME AND EXPENDITURE REPORT** | | | | | | |
| **AS AT 31.8.19** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH Jul-Aug** | **YEAR TO DATE** |  |  | **MONTH Jul-Aug** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 4,343.50 |  | CLERKS SALARY/TAX | 198.42 | 784.51 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 30.60 | 96.97 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 346.88 | 1,387.52 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 922.95 |
| HMRC VAT |  | 732.18 |  | RECYCLING | 14.70 | 26.70 |
| GRASS CUTTING |  |  |  | HALL HIRE |  | 275.00 |
| GLASS & MISC | 30.00 | 231.72 |  | AUDIT & INSURANCE |  | 337.85 |
| TRANSPARANCY FUNDING | |  |  | FUEL ALLOTMENT |  |  |
| ALLOTMENTS |  |  |  | SECTION 137 |  | 100.00 |
| NCC |  |  |  | HMRC/VAT | 72.99 | 284.73 |
| MISCELLANEOUS |  | 490.00 |  | PROF/SUBS/TRAINING | 55.00 | 215.44 |
| DEFIBRILLATOR |  |  |  | MISCELLANEOUS |  |  |
| **TOTAL** | 30.00 | 5,797.40 |  | **TOTAL** | 718.59 | 4,431.67 |
| TRANSFER |  |  |  | TRANSFER |  |  |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 31.8.19 | |  | **BANK ACCOUNT** | AS AT 31.8.19 | |
| BALANCE B/FWD | 2,664.78 |  |  | CURRENT ACCOUNT | 2,392.45 |  |
| INCOME | 30.00 |  |  |  |  |  |
| EXPENDITURE | -718.59 |  |  |  |  |  |
|  | **1,976.19** |  |  |  | 2,392.45 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER | 0.00 |  |  | 216 | 416.26 |  |
|  |  |  |  |  |  |  |
| BALANCE | **1,976.19** |  |  | BALANCE | **1,976.19** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **SAVER ACCOUNT** | | | | | | |
| **AS AT 31.8.19** | | | | | | |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER |  |  |  | TRANSFER |  |  |
| INTEREST |  | 4.39 |  |  |  |  |
| **TOTAL** | 0.00 | 4.39 |  | **TOTAL** | 0.00 | 0.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 31.8.19 | |  | **BANK ACCOUNT** | AS AT 31.8.19 | |
| BLANCE CD/FWD | 8,811.72 |  |  | CURRENT ACCOUNT | 8,811.72 |  |
| INCOME | 0.00 |  |  |  |  |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **8,811.72** |  |  |  | **8,811.72** |  |