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

**held on 7th January 2020 at the Village Hall at 8pm**

**In attendance:** Cllrs: Carol Willett (Chair), Alison McTaggart, Fred Sharman, George Willett, Claudia Dickson (Clerk), CCllr Haydn Thirtle. 2 members of the public.

1. **Apologies for Absence**

Cllr Chris Wallace, Cllr Tom Ellis, Cllr Andrew Wright, BCllr Andy Grant, and PC Gary May.

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 C Willett as Chair of the meeting.

1. **Matters Arising**

Jon Winnett responded to the request for the installation of a beware/warning of tractors road sign on Ashby Road. It would involve an assessment of the site but NCC will not add a sign without evidence of a problem. There is matched funding available through the Parish Partnership Scheme but his view is that this sign would not warn drivers of anything they would not expect on a rural road, and the road has little in the way of roadside hedgerows so relatively good visibility, so he would not support any request. The Council expressed disappointment at this view and asked the **Clerk** to request Highways visit the site in the height of summer when the verges are grown and tourists, cyclists and caravans are around.

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

CCllr Thirtle has had correspondence again regarding the ongoing problem of smelling drains in Tower Road. Cllr McTaggart provided photographic evidence of sewerage and white scum in the ditch. CCllr Thirtle and/or Cllr McTaggart will send the photos on to BCllr Grant.

[Cllr Sharman arrived at the meeting]

Jon Winnett will be leaving NCC on the 17th January. Justin Le-May is his replacement, with the same contact details.

A £1m per year Community Fund is being considered by NCC to boost community schemes. It will include Social Infrastructure grants between £100k and £500k for facilities.

Total proposed capital spend for Norfolk for 2020-2023 is £536m, £171m of this for Highways schemes including the 3rd River Crossing and improvements (dualling) of the Acle Straight...

A consultation is open for an ambitious plan to create 142 new learning places in 10 main stream schools for SEN children. 1 of the schools involved is Caister Infants and Juniors with 16 places. Consultation events at Caister school 16th January 2-3pm and 21st January 6-7pm.

Cllr Sharman asked about the possibility of a barrage in Yarmouth. He spent 3 hours on Christmas Day and Boxing day letting water through from Martham to Thurne in order to prevent a breach at Martham. In the end a boat had to be put in the gap.

Cllr McTaggart reported flooding at the Tower Road pumping station. The ditch needs to be cleared/dug out, partly because the pipe under the road is blocked. It also floods near Bastwick Tower as the ditch has also not been cleaned out.

1. **Correspondence**

* A letter from John Mitchell was read to the meeting regarding the parking at the Parish Staithe. There is a notice for 20 minute waiting only but no enforcement to back it up. The Chip Shop charging for parking is adding to the problem.
* A request to support the Local Electricity Bill.
* Great Yarmouth Borough Council Corporate Plan 2020-2025.
* Police and Crime Commissioner budget consultation.
* The next SNAP meeting is on Monday 20th January at 7pm in Caister Town Hall.

1. **Pugg Street Staithe**

The Clerk wrote to the EA with details of the Land Registry documents and asked for clarification of their understanding of ownership. Due to Christmas holidays there has been no response as yet. **Clerk** to ask for a site meeting when a response is received.

There has been no update on the repairs. **Clerk** to inquire.

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

* Streetlight 3R has been reported. The one across the road is also on sometimes during the day. The **Clerk** will also report the hedge around 3R.
* The Clerk received a complaint of a blocked drain outside 2 Grove Road over Christmas. It had already been reported to Highways.
* The grass cutting schedule for the new tender was discussed. It was agreed that verges on the Repps side of Potter Heigham bridge will be removed, and also the green by the Cut (High Road near Low Road). The **Clerk** will send out tender documents by the end of the month.

1. **New Policies**
2. Sky Lantern and Balloon Release - this was **agreed**. The **Clerk** was asked to forward it to the Village Hall.
3. Complaints procedure - this was **agreed**.
4. **Allotments**

A member of the public requested that plot 24 be allowed to incorporate some of the wide track adjacent. The **Clerk** to arrange a time for a site visit.

2 allotment rents are still outstanding. **Clerk** to send reminder letters.

1. **Financial and administration matters**
2. The Income and Expenditure report was presented to the Councillors. This was **agreed** by the Council.
3. The 9 months actual to budget was presented. It was **agreed** to purchase new pads for the defibrillator.
4. A list of the invoices to be approved for payment were presented to the Council. These were **agreed** by the Council.
5. **Planning Matters**

Notice of planning applications approved:

1. BA/2019/0424/HOUSEH - two storey rear extension with balcony and front porch at The Homestead, High Road, NR29 5JH. The Council had **no objections**.
2. **Matters for reporting or future agenda**

* On the 18th January there will be Bingo in the hall in aid of the Church.
* This coming Sunday is Plough Sunday.
* A tree on Cllr Sharman’s land was removed to be used as a Christmas tree. The culprit was identified and a donation was made to local charity.
* Drains.

1. **Public participation**

The 30mph sign opposite Evans Lombe Close, on the left hand side, has fallen over. The **Clerk** will report.

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

The next meeting will be held on 4th February 2020 in the Village Hall at 8 pm.

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

**NOTES TO AGENDA 7th JANUARY 2020**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

CGM grass cutting December 2019 416.26

URM (UK) Ltd glass recycling 18.00

C Dickson December 19 salary 161.85

HMRC PAYE December 19 40.40

C Dickson expenses mileage 4.95

postage 8.40 13.35

**TOTAL £649.86**

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| --- | --- | --- | --- | --- | --- | --- |
| **REPPS WITH BASTWICK PARISH COUNCIL** | | | | | | |
| **INCOME AND EXPENDITURE REPORT** | | | | | | |
| **AS AT 27.12.19** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 8,687.00 |  | CLERKS SALARY/TAX | 202.25 | 1,784.26 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 20.63 | 265.79 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 346.88 | 2,671.92 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 1,376.95 |
| HMRC VAT |  | 732.18 |  | RECYCLING | 375.00 | 434.70 |
| GRASS CUTTING |  |  |  | HALL HIRE |  | 275.00 |
| GLASS & MISC | 9.00 | 294.72 |  | AUDIT & INSURANCE |  | 337.85 |
| TRANSPARANCY FUNDING | |  |  | FUEL ALLOTMENT |  |  |
| ALLOTMENTS | 452.42 | 598.21 |  | SECTION 137 |  | 117.50 |
| NCC |  |  |  | HMRC/VAT | 70.42 | 567.25 |
| MISCELLANEOUS |  | 490.00 |  | PROF/SUBS/TRAINING |  | 255.44 |
| DEFIBRILLATOR |  |  |  | MISCELLANEOUS |  |  |
| **TOTAL** | 461.42 | 10,802.11 |  | **TOTAL** | 1,015.18 | 8,086.66 |
| TRANSFER |  |  |  | TRANSFER |  |  |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 27.12.19 | |  | **BANK ACCOUNT** | AS AT 27.12.19 | |
| BALANCE B/FWD | 3,879.67 |  |  | CURRENT ACCOUNT | 3,325.91 |  |
| INCOME | 461.42 |  |  |  |  |  |
| EXPENDITURE | -1,015.18 |  |  |  |  |  |
|  | **3,325.91** |  |  |  | 3,325.91 |  |
| TRANSFER | 0.00 |  |  | Less unpresented chqs |  |  |
|  |  |  |  |  |  |  |
| BALANCE | **3,325.91** |  |  | BALANCE | **3,325.91** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **SAVER ACCOUNT** | | | | | | |
| **AS AT 27.12.19** | | | | | | |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER |  |  |  | TRANSFER |  |  |
| INTEREST | 4.40 | 13.18 |  |  |  |  |
| **TOTAL** | 4.40 | 13.18 |  | **TOTAL** | 0.00 | 0.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 27.12.19 | |  | **BANK ACCOUNT** | AS AT 27.12.19 | |
| BLANCE CD/FWD | 8,816.11 |  |  | CURRENT ACCOUNT | 8,820.51 |  |
| INCOME | 4.40 |  |  |  |  |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **8,820.51** |  |  |  | **8,820.51** |  |