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

**held on 4th February 2020 at the Village Hall at 8pm**

**In attendance:** Cllrs: Fred Sharman (Chair), Carol Willett, Alison McTaggart, George Willett, Chris Wallace, Claudia Dickson (Clerk), CCllr Haydn Thirtle. 5 members of the public.

1. **Apologies for Absence**

Cllr Tom Ellis, Cllr Andrew Wright, and BCllr Andy Grant.

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

None received.

1. **Minutes of the Last Meeting**

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

1. **Matters Arising**

* The grass cutting tender documents have been sent out to 4 companies with a deadline to submit a quote of the 21st February 2020 in order that they can be discussed at the next Parish Council meeting. The work has been split into grass cutting and hedge cutting, and all contractors can quote for either or both.
* The Churchyard footpath hedge has now been trimmed by CGM.
* Cllr Sharman reported that the roots across the footpath come from the ash trees in the Churchyard.
* CCllr Thirtle read a response from Highways to the traffic control on the A149. The lights were left overnight to reduce overall costs. Inconvenience to local residents and traffic does not appear to have been taken into consideration.
* The **Clerk** was asked to request a meeting with the new Highway Engineer for the area, Justin Le-May.

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

CCllr Thirtle reported that the NCC budget has constant pressures from Adult Social Care. £900m per year is spent on Adult and Children’s Social Care, out of a total budget of £1.4b. There will be around a £25m shortfall in the budget for 2020/21 therefore there will be an increase in Council Tax of 1.99% plus an additional 2% for Adult Social Care, a total of 3.99%. The national proportion of adults over 65 is 19% but Norfolk has 25% of its adult population over 65. The Government continues to be asked for additional financial support for this inequality.

1. **Correspondence**

* The formal consultation on the North Quay Supplementary Planning Document was received. Full details can be found on the GYBC website.
* Faithful Radio is expanding its listenership to include local communities not just the Christian fellowship.
* Rollesby Neighbourhood Plan sent details of their consultation. The Council had no comments.
* The Great British Spring Clean will be between 20th March and 13th April.
* The Broads Authority Flood Risk Supplementary Planning Document consultation is from the 31st January to the 4th March.

1. **Pugg Street Staithe**

The EA’s understanding is that they own the land and water enclosed within the red boundaries on the title plan but not the hard standing car parking area of the staithe or the water area to the east of this. The **Clerk** was asked to request a site meeting. There has been no update on the repairs yet.

1. **Drainage Issues**

Grove Road

3 members of the public gave the history of the drainage problems on Grove Road. **CCllr Thirtle** and the **Clerk** will request a site meeting with the Highways Engineer to show him the problem.

Tower Road

Cllr McTaggart reported that the ditch has been dug out but that vans parking on the side of the ditch push the roadside back in and block it up again. The pumping station gullies have been cleared but not those where the water collects.

The **Clerk** will include Tower Road in the site visit request to the Highways Engineer.

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

* The damaged speed sign on Church Road was reported but has not yet been repaired.
* Streetlight 3R is still not working properly. The **Clerk** will report the hedge around 3R.

1. **Allotments**

* The Clerk gave apologies for not managing to arrange a time for a site visit to measure the proposed expansion of plot 24. It was **agreed** to meet at 10.30 on the 12th February.

1. **Financial and administration matters**
2. The Income and Expenditure report was presented to the Councillors (see below). This was **agreed** by the Council.
3. A list of the invoices to be approved for payment were presented to the Council (see below). These were **agreed** by the Council.
4. The quarterly check by Cllr Wright highlighted one allotment agreement outstanding.
5. **Planning Matters**
6. 06/19/0704/F - conversion of existing building to a single residential dwelling at Kraft Cottages, Staithe Road NR29 5JU. The Council **supported** the application and is keen to see the building brought back into use again.
7. **Matters for reporting or future agenda**

* Charitable giving

1. **Public participation**

The **Clerk** was asked to report a dropped kerb on the junction of Mill Road and High Road.

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

The next meeting will be held on 3rd March 2020 in the Village Hall at 8 pm.

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

**NOTES TO AGENDA 4th FEBRUARY 2020**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

CGM grass cutting January 2020 416.26

URM (UK) Ltd glass recycling 7.20

C Dickson January 20 salary 161.85

HMRC PAYE December 19 40.40

C Dickson expenses mileage 9.90

**TOTAL £635.61**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **INCOME AND EXPENDITURE REPORT** | | | | | | |
| **AS AT 29.1.20** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 8,687.00 |  | CLERKS SALARY/TAX | 202.25 | 1,986.51 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 13.35 | 279.14 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 346.88 | 3,018.80 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 1,376.95 |
| HMRC VAT |  | 732.18 |  | RECYCLING | 15.00 | 449.70 |
| GRASS CUTTING |  |  |  | HALL HIRE |  | 275.00 |
| GLASS & MISC | 4.50 | 299.22 |  | AUDIT & INSURANCE |  | 337.85 |
| TRANSPARANCY FUNDING | |  |  | FUEL ALLOTMENT |  |  |
| ALLOTMENTS |  | 598.21 |  | SECTION 137 |  | 117.50 |
| NCC |  |  |  | HMRC/VAT | 72.38 | 639.63 |
| MISCELLANEOUS |  | 490.00 |  | PROF/SUBS/TRAINING |  | 255.44 |
| DEFIBRILLATOR |  |  |  | MISCELLANEOUS |  |  |
| **TOTAL** | 4.50 | 10,806.61 |  | **TOTAL** | 649.86 | 8,736.52 |
| TRANSFER |  |  |  | TRANSFER |  |  |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.1.20 | |  | **BANK ACCOUNT** | AS AT 29.1.20 | |
| BALANCE B/FWD | 3,325.91 |  |  | CURRENT ACCOUNT | 2,680.55 |  |
| INCOME | 4.50 |  |  |  |  |  |
| EXPENDITURE | -649.86 |  |  |  |  |  |
|  | **2,680.55** |  |  |  | 2,680.55 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER | 0.00 |  |  |  |  |  |
| BALANCE | **2,680.55** |  |  | BALANCE | **2,680.55** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **SAVER ACCOUNT** | | | | | | |
| **AS AT 29.1.20** | | | | | | |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER |  |  |  | TRANSFER |  |  |
| INTEREST |  | 13.18 |  |  |  |  |
| **TOTAL** | 0.00 | 13.18 |  | **TOTAL** | 0.00 | 0.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.1.20 | |  | **BANK ACCOUNT** | AS AT 29.1.20 | |
| BLANCE CD/FWD | 8,820.51 |  |  | CURRENT ACCOUNT | 8,820.51 |  |
| INCOME | 0.00 |  |  |  |  |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **8,820.51** |  |  |  | **8,820.51** |  |