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

**held on 3rd March 2020 at the Village Hall at 8pm**

**In attendance:** Cllrs: Fred Sharman (Chair), Carol Willett, Alison McTaggart, George Willett, Chris Wallace, Cllr Tom Ellis, Cllr Andrew Wright, Claudia Dickson (Clerk), CCllr Haydn Thirtle and BCllr Andy Grant. 5 members of the public.

1. **Apologies for Absence**

BCllr Leslie Mogford 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**, with two abstentions, to be a true record and were signed by Cllr Sharman as Chair of the meeting.

1. **Matters Arising**

None.

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

Police statistics January: 1 possession of weapon(s) Staithe Road

CCllr Thirtle reported that NCC has put in an additional £3.7m for improvements to the Fire and Rescue Service. It remains under the jurisdiction of NCC. £877,000 is revenue funding and £1.8m for capital purchases.

The Environmental Policy Committee is raising profile of environmental issues in everything NCC does. There is an ambition to plant 1m trees over 5 years. There will be an offer for all Councils, to include hedgerows, and partnerships with farmers. The Government has set aside £630m for the project, details of how to access it are expected in the budget.

BCllr Grant reported that GYBC have approved their budget and £5 will be going on their Council Tax. There will be no cuts to services and the Concurrent Functions will remain. They will be reviewed but not abolished. The empty Council property on Church Road was not on the correct list but is now classed as a long term void, and will be top of the list to get it back into circulation. Cllr Sharman reported that it has had new windows and the roof relined.

The Marina Centre is being demolished. The planned opening date is Oct 2021. The Winter Gardens have made it into the Heritage round of funding applications, for listed status. The Town Centre will have up to £25m spent on it, and £113m will be spent regenerating the 550 homes in the Middlegate Estate.

Cllr Sharman queried whether there are plans to improve the infrastructure at the Caister sewerage plant. Planning authorities cannot go against Anglian Water advice if they deem their facilities can cope with new development. Anglian Water have planned an expansion to cope with additional volumes. The river bank tenants asked Anglian Water what the plans were for the current holding tank that is pumped out by barge but were informed there is no infrastructure before 2035 on river bank. Flooding create sewerage overflows into properties and the river. Anglian Water still have discharge rights.

Cllr McTaggart requested BCllr Grant ask housing services/GYN to clean the slot channel on the drive at 12, 13 & 14 Tower Road (following the site visit from NCC Highways Engineer Justin Le-May).

1. **Correspondence**
* Broads Parish Forum is on the 18th March, 6.30-8.30pm at Yare House, Thorpe Road, Norwich, NR1 1RY.
* The Local Government Boundary Commission consultation for Norfolk has been extended to the 24th March.
* Norfolk County Council are holding a bus services consultation. Only one small amendment affecting Repps.
* The Great Yarmouth Borough Council Parish Liaison Meeting is on the 9th March, 7pm in the Council Chamber, Town Hall, Great Yarmouth.
* Publication of the final Draft Local Plan Part 2 will be on the 28th February. Comments can be made between 28th February and 23rd April.
1. **To Consider the Grass and Hedge Cutting tenders received.**

Three contractors submitted tenders, 2 for both the grass and hedge cutting, and one for just the grass cutting. The **Clerk** was requested to ask Garden Guardian how much extra they would charge for the additional cuts and how many they would do. The Council **agreed** that Garden Guardian would be awarded both contracts subject to the additional amount to be charged being clarified.

1. **Pugg Street Staithe**

The Clerk spoke with David Horsfall this afternoon and requested a site meeting to clarify who owns what. The EA has not forgotten the Staithe but they are very busy with flood defence issues and have not been able to look for a time to come and visit. The Clerk will keep in contact to make sure a visit takes place.

Di Cornell has chased Gino for the repairs but the Council agreed there is no rush until the ownership clarification visit has occurred.

The **Clerk** was asked to contact the RTTA to tidy their loading and unloading plot in order that they don’t have to use the Parish Staithe. It is no longer being maintained.

1. **Parish clerk’s report - update on highways and other issues**
* The Clerk and Cllrs McTaggart, C Willett, G Willett and Wright met with Highways Engineer Justin Le-May and a colleague:
	+ The ditches in Tower Road were inspected. The levels in the ditch next to Rolling Rise are wrong but Council employees would not be allowed to work there because of the effluent in the Rolling Rise ditch. The Clerk has sent an email to the Environment Agency to report this. Jason Williams from GYBC is trying to liaise with the EA as they have more enforcement powers. GYBC can prosecute for smell and odour but not foul drainage.
	+ Several drains along Tower Road were found to be blocked and were noted.
	+ The owner of the pipe under the road by the pumping station will be investigated.
	+ The drain on Grove Road was inspected along with the properties affected. The Engineer will check the asset register to see if Highways own the drain.
* The dropped kerb has been reported.
* Streetlight 3R has been attended to, and the hedge around it cut back.
* Highways have notified that the blocked drains on Church Road/Ashby Road have been cleared.
1. **Allotments**
* Plot 24 was expanded and re-measured on the 10th February. Revised agreements have yet to be sent.
* There is one rent still outstanding, but the Clerk has requested payment.
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. The Council **agreed** to donate £50 to Norfolk Citizen’s Advice, £25 to East Anglian Air Ambulance, and £25 to Norfolk Accident Rescue.
4. A list of the invoices to be approved for payment were presented to the Council (see below). These were **agreed** by the Council.

An additional payment of £97.20 to Community Heartbeat Trust was **agreed** for new defibrillator pads. Total payments = £844.39.

1. **Planning Matters**
* Notification of approval has been received for the replacement dwelling at Happidays, 62 Riverside.
1. **Matters for reporting or future agenda**
* The **Clerk** was asked to report overgrowing brambles on the cycle footpath on The Causeway.
* The **Clerk** was asked to report pot holes on Staithe Road just past Pugg Cottage.
1. **Public participation**

The proposed roundabout on the A149 with the B1152 will now not be constructed.

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

The next meeting will be held on Tuesday 7th April 2020 in the Village Hall at 8 pm.

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

**NOTES TO AGENDA 3rd MARCH 2020**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

CGM grass cutting February 2020 416.26

C Dickson February 2020 salary 161.85

HMRC PAYE February 2020 40.40

C Dickson expenses mileage 14.85

 toner 63.95

 transfer belt 45.88

 paper 4.00 128.68

**TOTAL £747.19**

|  |
| --- |
| **INCOME AND EXPENDITURE REPORT** |
| **AS AT 29.2.20** |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 8,687.00 |  | CLERKS SALARY/TAX | 202.25 | 2,188.76 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 9.90 | 289.04 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 346.88 | 3,365.68 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 1,376.95 |
| HMRC VAT |  | 732.18 |  | RECYCLING | 6.00 | 80.70 |
| GRASS CUTTING |  |  |  | HALL HIRE |  | 275.00 |
| GLASS & MISC | 21.00 | 320.22 |  | AUDIT & INSURANCE |  | 337.85 |
| TRANSPARANCY FUNDING |  |  | FUEL ALLOTMENT |  | 375.00 |
| ALLOTMENTS |  | 598.21 |  | SECTION 137 |  | 117.50 |
| NCC |  |  |  | HMRC/VAT | 70.58 | 710.21 |
| MISCELLANEOUS |  | 490.00 |  | PROF/SUBS/TRAINING |  | 255.44 |
| DEFIBRILLATOR |  |  |  | MISCELLANEOUS |  |  |
| **TOTAL** | 21.00 | 10,827.61 |  | **TOTAL** | 635.61 | 9,372.13 |
| TRANSFER |  |  |  | TRANSFER |  |  |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.2.20 |  | **BANK ACCOUNT** | AS AT 29.2.20 |
| BALANCE B/FWD | 2,680.55 |  |  | CURRENT ACCOUNT | 2,065.94 |  |
| INCOME | 21.00 |  |  |  |  |  |
| EXPENDITURE | -635.61 |  |  |  |  |  |
|  | **2,065.94** |  |  |  | 2,065.94 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER | 0.00 |  |  |  |  |  |
|  |  |  |  |  |  |  |
| BALANCE | **2,065.94** |  |  | BALANCE | **2,065.94** |  |
|  |  |  |  |  |  |  |
|   |   |   |   |   |   |   |
| **SAVER ACCOUNT** |
| **AS AT 29.2.20** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER |  |  |  | TRANSFER |  |  |
| INTEREST |  | 13.18 |  |  |  |  |
| **TOTAL** | 0.00 | 13.18 |  | **TOTAL** | 0.00 | 0.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.2.20 |  | **BANK ACCOUNT** | AS AT 29.2.20 |
| BLANCE CD/FWD | 8,820.51 |  |  | CURRENT ACCOUNT | 8,820.51 |  |
| INCOME | 0.00 |  |  |  |   |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **8,820.51** |  |  |  | **8,820.51** |  |