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

**held on 21st July 2020 at the Village Hall car park at 8pm**

**In attendance:** Cllrs: Carol Willett (Chair), Alison McTaggart, George Willett, Chris Wallace, Tom Ellis, Andrew Wright, Claudia Dickson (Clerk).

1. **Apologies for Absence**

Cllr Fred Sharman

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

None received.

1. **Minutes of the Last Meeting**

The minutes of the meeting held on 3rd March 2020 were **approved** to be a true record and will be signed by Cllr Willett as Chair of the meeting.

1. **Matters Arising**

* Garden Guardian had included the additional cuts in the quote. The Clerk appointed them as contractor.
* The outstanding allotment rent has been received.

1. **Financial and administration matters**
2. The Council **ratified** the appointment of Pauline James as Internal Auditor for the 2019/20 AGAR.
3. Approval of the AGAR Certificate of Exemption 2019/20

The Council **approved** the Certificate of Exemption 2019/20. It was signed by Cllr Willet as Chairman.

1. Approval of the AGAR Annual Governance Statement 2019/20

The Clerk read the Annual Governance Statement and all statements were **agreed** by the Council. Cllr Willett and the Clerk signed Section 1.

1. Approval of the AGAR Accounting Statements 2019/20

The Council **approved** the accounts for the year ending 31st March 2020. Cllr Willett signed as Chairman.

1. A list of the invoices and transfers to be approved for payment had been circulated to Councillors before the meeting (see below). These were **approved** by the Council.
2. **Planning Matters**
3. 06/20/0237/F - side extension to provide garage at ground floor and bedroom at first floor level, and new replacement entrance gates at 2 Myrtle Cottages, Low Road NR29 5AH. The Council had **no objections**.
4. 06/20/0239/F - single detached garage to plot 6 Mede Court, NR29 5NH. The Council had **no** **objections**.
5. BA/2020/0145/HOUSEH - erection of greenhouse at Bastwick Tower House, Tower Road. The Council had **no** **objections**.
6. **Matters for reporting or future agenda**

* The **Clerk** was asked to confirm who is responsible for cutting the grass on the A149 outside Pine Lodge. If it is GYBC the Clerk will request it is cut.
* The area of grass by the post box is uncut and untidy. The **Clerk** was asked to confirm who is responsible for the grass cutting and get a quote for having it cut.
* The footpath from Low Road to the A149 is difficult for those with mobility problems. The Clerk has reported the problem but it has not improved.
* Cllr Ellis reported a rotten tree on the green opposite Pine Lodge. The **Clerk** will report.
* Cllr McTaggart asked the **Clerk** to report an obscured 30mph sign on Tower Road, after the Council houses.
* A footpath finger post has not been replaced after the sewerage works for the footpath from Grove Road to High Road. The **Clerk** will report.
* The **Clerk** was asked to send a letter of thanks to the resident of 15 Grove Road for cutting the grass on the footpath from Grove Road to High Road.
* Cllr Ellis reported that plastic rubbish and dog waste is being disposed of in the church yard compost. The **Clerk** will investigate having a wheelie rubbish bin at the church.
* The **Clerk** was asked to source additional ‘clean up after your dog’ stickers for lamp posts.
* The **Clerk** will investigate options for a dog waste bin on Tower Road/Grove Road.
* The Internal Drainage Board are contacting the Environment Agency regarding ownership of Repps Staithe.
* Cllr McTaggart reported that work has been done on the Rolling Rise ditch. There is currently no smell.
* However the works done at the Council houses to clear the gutter have not stopped the flooding.

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

The next meeting is scheduled to be held on Tuesday 1st September 2020. This will be confirmed nearer the date, along with the location.

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

**NOTES TO AGENDA 21st JULY 2020**

**ITEMS TO BE CONSIDERED FOR PAYMENT**

Garden Guardian grounds maintenance Mar-Jun 20 2,293.34

C Dickson Jun 2020 salary 165.22

HMRC PAYE Jun-Jul 2020 82.40

C Dickson expenses Mar-Jun 2020 30.72

C Dickson Jul 2020 salary (*post dated cheque*) 165.22

**TOTAL £2,736.90**

**TRANSFERS**

Current Account to Saver Account (*actioned 8th June*) 3,000.00

Saver Account to Current Account (to cover payments) 1,000.00

**TOTAL (net) £2,000.00**