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

**held on 2nd February 2021 online via Zoom at 8pm**

**In attendance:** Cllrs: Fred Sharman (Chair), Carol Willett, Andrew Wright, George Willett, Tom Ellis, Alison McTaggart, Claudia Dickson (Clerk), CCllr Haydn Thirtle, BCllr Andy Grant, BCllr Leslie Mogford (part of the meeting).

1. **Apologies for Absence**

PC Gary May

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 5th January 2021 were **resolved** to be a true record and will be signed by Cllr Sharman as Chair of the meeting.

1. **Matters Arising**

The Clerk has yet to report the roundabout.

Cllr McTaggart commented that the cable is still exposed on Low Road. It has been reported to UK Power Networks and BT Openreach.

1. **Borough and County Council reports, and Police report**

CCllr Thirtle reported that the James Paget is very busy and has stopped doing elective surgery, only emergencies and cancer. They have done 11,000 vaccinations.

There is a new local flood strategy following the flooding on the 23rd/24th December 2020. NCC took on board the problems and have created 3 new posts to deal with flood risks, at a cost of £1.5m. They will be trying to bring together all the organisations who deal with flooding issues, 36 across Norfolk.

NCC spent £600,000 buying 2,013 laptops for children to enable them to access online education.

There are plans to upgrade 15,000 streetlights to save carbon emissions.

The budget proposals have been unveiled. It will increase by 1.99% with an additional 2% for Adult Social Care, followed by a further 1% increase in 2022. This will result in a £56.43 increase per year on a Band D property. The budget includes £18.8m for Covid relief and £537m on infrastructure.

BCllr Grant added that Lord Dannett will be the independent Chairman of the flooding meeting and BCllr Grant will be leading as the portfolio holder at NCC.

The Borough budget precept increase is £5.

Covid Marshalls are out in force. The Borough is still seeing occasional outbreaks, especially in Yarmouth. Police are visible, particularly in Hemsby, Scratby and Gorleston to deter dog walkers travelling in to those areas.

Flegg CLT is seeking to work with any land owners to produce affordable homes for local people. 2-3 bedroom houses or bungalows, whatever the parish needs, with low ownership or rent costs.

The Blofield A47 dualling designs have been approved and it is hoped building work will begin in 2022.

The Burlingham estate, of 3,000 acres, has been earmarked for an ambitious environmental project.

BCllr Mogford: work on the 3rd River Crossing has started. Covid issues are dominating. The Town Hall has been closed and the staff redeployed.

Cllr Sharman commented that the gutters on the sewerage plant on the way from Caister to Filby are growing grass and look very unsightly.

1. **Correspondence received**
2. The Broads Local Access Forum is looking to recruit 5 volunteer members. The closing date for applications is Monday 15th February.
3. **Pugg Street Staithe**

Cllr Sharman has contacted Gino and asked him to re-quote for the repair work needed. The Parish Council were not involved in the original quote and therefore are not quite clear on what was included. He has not been able to visit the Staithe yet due to the high tides.

The Clerk has submitted the Land Registry form to register the Staithe, and received confirmation of delivery. However there are a large backlog of applications and therefore it will not be looked at immediately.

The Clerk has not yet contacted the EA to inquire about leasing their enclosure. This will be done once the new quote for the works has been received.

1. **Parish Clerk’s report**
2. The Highway Ranger will be visiting next week. The Clerk sent a list of items from Cllrs C Willett and McTaggart, including streetlight 3R.
3. The Clerk is waiting for a response regarding the bin outside the old Chapel.
4. Cllr McTaggart queried the seat on Low Road. Cllr Sharman has the new seat but is waiting to have the trees reduced in height, which should be completed soon.
5. The **Clerk** was asked to report that the bin next to the seat on Low Road is not being emptied and dog walkers are putting their waste in it. The **Clerk** was also asked to inquire if the bin could be moved away from the seat for hygiene reasons.
6. The road bollard on the Causeway has been knocked over. The **Clerk** will report.
7. Cllr Sharman reported that the streetlight at the junction of Staithe Road and Church Road is not working. The **Clerk** will report.
8. **Allotments**

1 payments and one part payment of the annual rents are still remain outstanding. The **Clerk** will chase again.

1. **Financial and administration matters**
2. The Council **approved** the acceptance of a quote from Garden Guardian for £120 for cutting the areas of grass outside Pine Lodge and around the post box 8 times in 2021.
3. Cllr Ellis detailed the quotes received for various tree works around the bowling green on the playing field. Each contractor quoted for the same works. The Council **agreed** to accept the quote from Marcus Satchell, Tree Works for £1,200. The **Clerk** will contact him in order to book the work in before the nesting season.

[BCllr Mogford joined the meeting]

1. The Income and Expenditure report was circulated to Councillors before the meeting. It was noted by the Council (see attached).
2. The payments presented (see attached) were **approved**.
3. **Planning Matters**

None received.

1. **Matters for reporting or future agenda**

None received.

1. **Public Participation**

No public were in attendance. Cllr Sharman reported that he has been contacted by a parishioner asking about the meetings. The Clerk advertises them on the website and all parishioners are welcome to attend. She will place the next agenda on the notice boards.

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

The next meeting is scheduled to be held on Tuesday 2nd March 2021. This will be confirmed nearer the date, along with the location.

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

**ITEMS TO BE CONSIDERED FOR PAYMENT FEBRUARY 2021**

HM Land Registry fee for registering Pugg St Staithe *(retrospective)* 40.00

URM glass recycling 13.32

C Dickson January 2021 salary 169.76

HMRC PAYE January 2021 42.40

**TOTAL £265.48**

**TRANSFERS**

Deposit to Current account to cover payments *(suggested amount)* 1,000.00

**TOTAL £1,000.00**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **INCOME AND EXPENDITURE REPORT** | | | | | | |
| **AS AT 29.1.21** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 9,095.00 |  | CLERKS SALARY/TAX | 212.16 | 2,111.32 |
| CCF |  |  |  | STATY/POST/PHONE ETC |  | 63.92 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 640.54 | 4,809.66 |
| BANK INTEREST |  |  |  | ALLOTMENTS |  | 923.20 |
| HMRC VAT |  | 745.39 |  | RECYCLING |  | 82.50 |
| GRASS CUTTING |  | 75.00 |  | HALL HIRE |  |  |
| GLASS & MISC | 9.00 | 465.95 |  | AUDIT & INSURANCE |  | 309.61 |
| TRANSPARANCY FUNDING | |  |  | FUEL ALLOTMENT | 350.00 | 350.00 |
| ALLOTMENTS |  | 1,052.79 |  | SECTION 137 |  | 100.00 |
| NCC |  |  |  | HMRC/VAT |  | 850.34 |
| MISCELLANEOUS |  |  |  | PROF/SUBS/TRAINING | 40.00 | 239.76 |
| DEFIBRILLATOR |  |  |  | MISCELLANEOUS |  |  |
| **TOTAL** | 9.00 | 11,434.13 |  | **TOTAL** | 1,242.70 | 9,840.31 |
| TRANSFER |  | 2,000.00 |  | TRANSFER |  | 5,000.00 |
| NCF Covid-19 Grant |  | 500.00 |  |  |  |  |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.1.21 | |  | **BANK ACCOUNT** | AS AT 29.1.21 | |
| BALANCE B/FWD | 1,578.05 |  |  | CURRENT ACCOUNT | 1,417.29 |  |
| INCOME | 9.00 |  |  |  |  |  |
| EXPENDITURE | (1,242.70) |  |  |  |  |  |
|  | **344.35** |  |  |  | 1,417.29 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER | 0.00 |  |  | 296 | (640.54) |  |
| NCF Covid Grant | 0.00 |  |  | 297 | (350.00) |  |
|  |  |  |  | 299 | (42.40) |  |
|  |  |  |  | 300 | (40.00) |  |
| BALANCE | **344.35** |  |  | BALANCE | **344.35** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **SAVER ACCOUNT** | | | | | | |
| **AS AT 29.1.21** | | | | | | |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER |  | 5,000.00 |  | TRANSFER |  | 2,000.00 |
| INTEREST |  | 4.26 |  |  |  |  |
| **TOTAL** | 0.00 | 5,004.26 |  | **TOTAL** | 0.00 | 2,000.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.1.21 | |  | **BANK ACCOUNT** | AS AT 29.1.21 | |
| BLANCE CD/FWD | 11,827.86 |  |  | CURRENT ACCOUNT | 11,827.86 |  |
| INCOME | 0.00 |  |  |  |  |  |
| EXPENDITURE | 0.00 |  |  |  |  |  |
| **BALANCE** | **11,827.86** |  |  |  | **11,827.86** |  |