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

**held on 2nd November 2021 in the Village Hall at 8pm**

**In attendance:** Cllrs: Fred Sharman (Chair), Carol Willet, Andrew Wright, Tom Ellis, Chris Wallace, Claudia Dickson (Clerk). 3 members of the public.

1. **Apologies for Absence**

None received.

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

None received.

1. **Minutes of the Last Meetings**

The minutes of the meeting held on 5th October 2021 were **approved** as a true record and were signed by Cllr Sharman as Chair of the meeting.

1. **Matters Arising**

None.

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

There was no Borough or County Council representative present.

The Police UK statistics for September were 2 violent offences and 1 theft on Marsh Road. The statistics for August were 1 public order offence near Potter Heigham Bridge.

1. **Co-option of a new Parish Councillor**

GYBC have not sent notification that no election has been called. The **Clerk** will chase. If no election is called the vacancy will be advertised for co-option at the December meeting.

1. **Correspondence received**
2. A letter from Lady Dannett, HM Lord-Lieutenant reporting the presentations of the Covid memorial plaques to Parish Councils.
3. **Meeting dates for 2022**

The following meeting dates for 2022 were **approved** by the Council:

4th January 2022

1st February 2022

1st March 2022

5th April 2022 - APM at 7.30pm

3rd May 2022 (APCM)

7th June 2022

5th July 2022

There will be no meeting in August.

6th September 2022

4th October 2022

1st November 2022

6th December 2022

1. **Pugg Street Staithe**

The Clerk met Sheila Blowers of SJB Safety Solutions who will produce a report on the conversation. She suggested the EA enclosure was trimmed back in order to enable a proper assessment of the edge of the compound.

Cllr Sharman confirmed that there is no mention of the staithe on the deeds of his property.

1. **Parish Clerk’s report**
2. Cllr Sharman reported that 5 potholes have been filled on Manor Farm corner but there were still some unfilled. **Clerk** to report.
3. **Allotments**
4. The Clerk has not yet had time to send out the invoices. They will be done in the next couple of weeks.
5. Plot 17a will be allocated to plot 24’s tenant. He will not be charged for the first year as it needs a lot of clearing.
6. Cllr Sharman will ask Craig to flail plot 13 for the new tenants.
7. **Financial and administration matters**
8. Income and Expenditure report was circulated to Councillors before the meeting (see below). It was **noted** by the Council.
9. The payments presented for September (see below) were **approved**. Cllr Sharman donated £20 towards the purchase of the poppy wreath. The invoice from Garden Guardian had not been received so was not paid.
10. **Planning Matters**
11. 06/21/0838/F – proposed single storey rear extension at 12 Grove Road, NR29 5JL. The Council had **no objections**.

The new owner of Reed Cottage on Ashby Road gave an update on the revised planning application they will be submitting. The amendments are all in line with comments from GYBC: the UPVc sash windows are reduced from 8m to 6.5m; keeping the external appearance as traditional as possible; tiled roof not zinc; the cladding will stay.

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

* Cllr Willett reported that the brambles have grown again over the A149 footpath and also on Bridge Road. **Clerk** to report.
* Cllr Ellis, on behalf of the Playing Field Committee, requested that the trees round the field were trimmed. **Cllr Sharman** will action.
* Cllr Wallace informed the meeting that the residents who set up and planted the community orchard are now growing older and may not be able to look after it in a few years. He suggested it was time for the village or Playing Field Committee to take on the responsibility. He will liaise with the Chairman of the Playing Field Committee.

1. **Public Participation**

* A member of the bowls club confirmed, and produced plans, that there is a soakaway for the new toilets.
* A member of the River Thurne Tenants Association reported that there is no plastic recycling facility for the residents who live along the river. North Norfolk District Council collect the rubbish on a barge, GYBC pay NNDC for their share, but there is no recycling facility. The **Clerk** was asked to check whether URM recycle plastic.
* A member of the public gave an update on a new seat on the picnic area and the picnic area maintenance for the RTTA. The picnic area paths are mown but the rest has been left fallow for nature. The area is uneven but this is the responsibility of BESL not the management company. The head lease company decide the level of maintenance. At the AGM on Saturday the company also approved closing the moorings near May Craft on health and safety grounds even with several objectors. The Broads Authority may be interested in taking them on but that is not yet confirmed.
* The car park at the old Bridge Inn site will probably stay open now that the planning permission has not been granted.

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

The next meeting is scheduled to be held on Tuesday 7th December 2021 at 8pm, in the Village Hall. The venue will be confirmed nearer the time. The meeting finished at 20:50.

**Attachments:** Payments for November and the Income and Expenditure summary to October.

Items to be Considered for Payment NOVEMBER 2021

~~Garden Guardian Grass cutting Oct 21 596.80~~

*not paid as invoice not received by the time of the meeting*

URM glass recycling *(direct debit)* 3.60

Royal British Legion Poppy Appeal poppy wreath *(suggested amount)* 20.00

C Dickson October 2021 salary 173.12

HMRC PAYE October 2021 43.20

**TOTAL £836.72**

**TRANSFERS**

**TOTAL £0.00**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **INCOME AND EXPENDITURE REPORT** | | | | | | |
| **AS AT 29.10.21** | | | | | | |
|  |  |  |  |  |  |  |
|  | **MONTH** | **YEAR TO DATE** |  |  | **MONTH** | **YEAR TO DATE** |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| PRECEPT |  | 9,495.00 |  | CLERKS SALARY/TAX | 216.32 | 1,510.08 |
| CCF |  |  |  | STATY/POST/PHONE ETC | 30.00 | 257.97 |
| TRAINING BURSARY |  |  |  | GRASS CUTTING | 497.33 | 3,481.31 |
| BANK INTEREST |  |  |  | ALLOTMENTS | 454.00 | 923.56 |
| GRASS CUTTING |  |  |  | RECYCLING | 15.00 | 57.75 |
| GLASS & MISC | 33.00 | 229.74 |  | HALL HIRE |  | 25.00 |
| TRANSPARANCY FUNDING | |  |  | AUDIT & INSURANCE |  | 274.62 |
| ALLOTMENTS |  | 476.38 |  | FUEL ALLOTMENT |  |  |
| NCC |  |  |  | SECTION 137 |  |  |
| MISCELLANEOUS |  |  |  | PROF/SUBS/TRAINING | 40.00 | 199.76 |
| DEFIBRILLATOR |  |  |  | MISCELLANEOUS | 500.00 | 2,235.00 |
| **TOTAL** | 33.00 | 10,201.12 |  | **TOTAL** | 1,752.65 | 8,965.05 |
| TRANSFER |  | 5,000.00 |  | TRANSFER | 2,000.00 | 6,000.00 |
| VAT |  | 959.57 |  | VAT | 102.47 | 778.51 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.10.21 | |  | **BANK ACCOUNT** | AS AT 29.10.21 | |
| BALANCE B/FWD | 5,537.47 |  |  | CURRENT ACCOUNT | 2,766.15 |  |
| INCOME | 33.00 |  |  |  |  |  |
| EXPENDITURE | (1,752.65) |  |  |  |  |  |
|  | **3,817.82** |  |  |  | 2,766.15 |  |
|  |  |  |  | Less unpresented chqs |  |  |
| TRANSFER | (2,000.00) |  |  | 340 | (596.80) |  |
| NET VAT | (102.47) |  |  | 346 | (454.00) |  |
|  |  |  |  |  |  |  |
| BALANCE | **1,715.35** |  |  | BALANCE | **1,715.35** |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **SAVER ACCOUNT** | | | | | | |
| **AS AT 29.10.21** | | | | | | |
| **INCOME** |  |  |  | **EXPENDITURE** |  |  |
| TRANSFER | 2,000.00 | 6,000.00 |  | TRANSFER |  | 5,000.00 |
| INTEREST |  | 0.62 |  |  |  |  |
| **TOTAL** | 2,000.00 | 6,000.62 |  | **TOTAL** | 0.00 | 5,000.00 |
|  |  |  |  |  |  |  |
| **CASH BOOK** | AS AT 29.10.21 | |  | **BANK ACCOUNT** | AS AT 29.10.21 | |
| BLANCE CD/FWD | 9,828.77 |  |  | CURRENT ACCOUNT | 11,828.77 |  |
| INCOME | 2,000.00 |  |  |  |  |  |
| EXPENDITURE | - |  |  |  |  |  |
| **BALANCE** | **11,828.77** |  |  |  | **11,828.77** |  |