

Repps with Bastwick Minutes of the Parish Council Meeting held on 12th April 2022 in the Village Hall at 8pm

In attendance: Cllrs: Fred Sharman (Chair), Carol Willett, Andrew Wright, Hazel Rudrum, Alison McTaggart and Tom Ellis. Claudia Dickson (Clerk) and BCLlr Lesley Mogford. 2 members of the public.

1. Apologies for Absence

Cllrs Chris Wallace.

2. Declarations of Interest in Respect of the Current Agenda

None received.

3. Minutes of the Last Meetings

The minutes of the meeting held on 1st March 2022 were **approved** as a true record and were signed by Cllr Sharman as Chair of the meeting.

4. Matters Arising

None received.

5. Borough and County Council reports, and Police report

The planning application on the Bridge hotel was turned down because of the potential flooding issues. It was agreed the site ought to be developed, it would be good as a hotel again.

Great Yarmouth: rebuilding the heart of town. The marketplace is nearly done, and looking good. It is behind schedule and over budget, there have been 140 revisions to design. Most people are keen to see it working. The market is the centre of the town.

The work to get the Palmers store sorted out is still moving. Attempts were made to get library relocated there, and the University was asked to open an outreach centre there, but funding is a bit difficult.

The Winter Gardens, Marina Centre, and 3rd River crossing have attracted grants for £99m overall. 2 ½ to 3 years and it will all be finished, and will make a big difference.

Michael Jeal will be given the Freedom of the Borough at the next Council meeting.

6. Correspondence received

- a) Norfolk Resilience Forum cascade alert system. The **Clerk** will sign the Council up for the alerts.
- b) A complaint regarding a collection by the Church at a funeral. The Chairman received several complaints following a collection plate being circulated at the end of a funeral. The church warden informed the vicar this was unacceptable and read out a letter of apology from herself. The Council were angry on behalf of the family and felt the apology should come from the vicar. **Cllr Sharman** will draft a letter to the vicar from the Council.

7. Parish Clerk's report

- a) The signs and kissing gate have been ordered and delivered to John Goodwin. The signs have been erected and installation of the kissing gate is in progress.
- b) The treatment works on Tower Road have been reported to GYBC. Jo Mitchell tweeted the problem and action is now being taken.

- c) The non-emptying of the bin on Low Road was reported. Cllrs confirmed it is still not being emptied. **Clerk** to chase.
- d) The streetlight on Grove Road is now repaired.
- e) The overhanging willows on the Causeway are now trimmed back.

8. Allotments

Mr Bond is giving up his allotment with immediate effect. Cllr Rudrum is the next person on the list and will be taking over once Mr Bond has cleared some plants.

The **Clerk** will confirm if Mr Bond will continue doing the planters.

9. Ideas for the Jubilee

a) Tree and hedge planting

Thanks were given to Cllr Wright for looking after and planting the trees. The holly will be planted in the Autumn when it is a bit bigger.

b) Jubilee mugs

Cllr Sharman displayed a sample mug and has purchased 50 to be given to the children and older generation. He will fund the mugs himself.

c) Playing Field Committee meeting

There have been 180 replies so far. Concerns about indoor/under cover space if it rains has prompted the committee to look at buying another marquee and they wondered if the Council would consider going halves.

Giving people enough places to sit was also a worry, so purchasing bales of hay at £2/bale is being considered. John Mitchell offered 80 showground chairs he stores.

10. Financial and administration matters

- a) The Income and Expenditure report for March was circulated to Councillors before the meeting (see below). It was **noted** by the Council.
- b) The Council received and noted the Budget vs Actuals figures for 2021/22 (see below).
- c) The payments presented for April (see below) were **approved**.

11. Planning Matters

None received.

12. Matters for reporting or future agenda

- The fence panels that line the footpath from the A149 to Low Road and leaning over the path and could cause a hazard. **Clerk** to report.
- The bench in the Churchyard that the Council is responsible for needs a repair. **Cllr Sharman** will action.
- The fish and chip shop at Potter Heigham Bridge has reopened.
- The removal of the bench at Potter Heigham Bridge is on **Cllr Sharman's** to do list.

13. Public Participation

Sally Mitchell has arranged an Easter Egg hunt, hiding stones round the village that can be exchanged for an egg.

14. Date and Time of the Next Meeting

The next meeting is scheduled to be held on Tuesday 3rd May at 8pm, in the Village Hall, to be confirmed nearer the time. The meeting finished at 20:52. The Annual Parish Meeting will be held at 7.30pm on 3rd May, before the monthly meeting.

15. Confidential item: applications received for the position of Clerk to the Council

The Council discussed the applications received. All applicants will be invited for interview.

Attachments: Income and Expenditure summary for March, Actuals vs Budget for 2021/22, and payments for April.

Signed.....

Date.....

**INCOME AND EXPENDITURE REPORT
AS AT 31.3.22**

	MONTH	YEAR TO DATE		MONTH	YEAR TO DATE
INCOME			EXPENDITURE		
PRECEPT		9,495.00	CLERKS SALARY/TAX	216.32	2,591.68
CCF			STATY/POST/PHONE ETC	15.19	356.08
TRAINING BURSARY			GRASS CUTTING		4,475.97
BANK INTEREST			ALLOTMENTS		936.86
GRASS CUTTING		75.00	RECYCLING	27.00	98.25
GLASS & MISC	315.81	655.05	HALL HIRE		125.00
TRANSPARANCY FUNDING			AUDIT & INSURANCE		274.62
ALLOTMENTS		1,088.40	FUEL ALLOTMENT		325.00
NCC			SECTION 137		20.00
MISCELLANEOUS		20.00	PROF/SUBS/TRAINING		199.76
DEFIBRILLATOR			MISCELLANEOUS		2,335.00
TOTAL	<u>315.81</u>	<u>11,333.45</u>	TOTAL	<u>258.51</u>	<u>11,738.22</u>
TRANSFER		6,000.00	TRANSFER		6,000.00
VAT		959.57	VAT	5.40	995.87
CASH BOOK	AS AT 31.3.22		BANK ACCOUNT	AS AT 31.3.22	
BALANCE B/FWD	805.25		CURRENT ACCOUNT	857.15	
INCOME	315.81				
EXPENDITURE	<u>(258.51)</u>				
	<u>862.55</u>			<u>857.15</u>	
			Less unrepresented chqs		
TRANSFER	-				
NET VAT	(5.40)				

BALANCE	<u>857.15</u>	BALANCE	<u>857.15</u>
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SAVER ACCOUNT

AS AT 31.3.22

INCOME		EXPENDITURE	
TRANSFER	6,000.00	TRANSFER	6,000.00
INTEREST	<u>0.28</u> <u>1.17</u>		
TOTAL	<u>0.28</u> <u>6,001.17</u>	TOTAL	<u>0.00</u> <u>6,000.00</u>

CASH BOOK	AS AT 31.3.22	BANK ACCOUNT	AS AT 31.3.22
BLANCE CD/FWD	10,829.04	CURRENT ACCOUNT	10,829.32
INCOME	0.28		
EXPENDITURE	<u>-</u>		
BALANCE	<u>10,829.32</u>		<u>10,829.32</u>

Actual vs Budget for the year to 31st March 2022

Actuals 31.3.2021	Income	Actuals 31.3.22	Budget 2021/22	%
£				
4,400	Precept	4,800.00	4,800	100%
4,411	Concurrent Function	4,411.00	4,411	100%
284	Council Tax Support Grant	284.00	284	100%
1,072	Allotment rents	1,088.40	1,034	105%
885	Recycling	655.05	300	218%
75	Grass cutting	75.00	150	50%
5	Interest received	1.17		
	Miscellaneous	<u>20.00</u>		
11,132		11,334.62	10,979	103%
	Expenditure			
2,536	Clerk's salary	2,591.68	2,600	100%
75	Internal Audit	40.00	60	67%
235	Insurance	234.62	300	78%
4,810	Grass Cutting	4,475.97	4,200	107%
350	Fuel Allotment Charity	325.00	300	108%
	Training		100	0%
201	Subscriptions	199.76	220	91%
110	Office expenses	356.08	350	102%
	Village Hall rent	125.00	300	42%
40	Miscellaneous	2,100.00	100	2100%
923	Allotments	936.86	950	99%

	Defibrillator	235.00	200	118%
	Asset Maintenance			
	Accrual		1,503	0%
94	Recycling	98.25	100	98%
100	S137	20.00	120	17%
<u>9,472</u>		<u>11,738.22</u>	<u>11,403</u>	<u>103%</u>
1,660	Surplus / (Deficit)	(403.60)	(424)	
10,074.13	Balance b/f	12,126.37	1,298.22	Current a/c
			10,828.15	Deposit a/c
500	Covid 19 Grant			
745	VAT Received	959.57		
(853)	VAT Paid	(995.87)		
<u>12,126.37</u>	Balance c/f	<u>11,686.47</u>		
1,298.22	Current Account	857.15		
10,828.15	Deposit Account	10,829.32		
<u>12,126.37</u>		<u>11,686.47</u>		

PAYMENTS FOR April 2022

	Net	VAT	Gross
Parish clerk costs	£262.04	£0.00	£262.04
Office expenses	£188.29	£32.91	£221.20
Subscriptions	£163.50	£0.00	£163.50
Room Hire	£75.00	£0.00	£75.00
Grass cutting	£545.44	£109.09	£654.53
Donations	£100.00	£0.00	£100.00
Allotments	£469.72	£0.00	£469.72
Glass Recycling	£6.00	£1.20	£7.20
Miscellaneous	£394.67	£78.93	£473.60
Total expenditure	£2,204.66	£222.13	£2,426.79

RECEIPTS in March/April 2022

Precept	
Recycling credits	£333.81
Total Income	£333.81
Current A/C as at 7/4/22	£875.15
Deposit A/C as at 7/4/22	£10,829.32
Transfers to/from Current A/C to/from Deposit	£2,000.00