

Repps with Bastwick Minutes of the Parish Council Meeting held on 5th July 2022 in the Village Hall at 8pm

In attendance: Cllrs: Fred Sharman (Chair), Carol Willett, Chris Wallace, Andrew Wright, Hazel Rudrum, Alison McTaggart and Tom Ellis. Claudia Dickson (Clerk). County Councillor Andy Grant and Borough Councillor Lesley Mogford. Terry Harper and Shaun Day from Flegg Community Land Trust, and 5 members of the public.

1. Apologies for Absence

None.

2. Declarations of Interest in Respect of the Current Agenda

None received.

3. Minutes of the Last Meeting

The minutes of the meeting held on 30th May 2022 were **approved** as a true record and were signed by Cllr Sharman as Chair of the meeting.

4. Matters Arising

The insurer has confirmed that the marquee is covered by the asset allowance on the insurance. The marquee is stored at Manor Farm.

5. Borough and County Council reports, and Police report

The Police UK stats for April were 1 antisocial behaviour at the Village Hall, and 2 thefts from the property next to the Methodist Church.

Cllr Grant gave an update from NCC: the new budget proposals are going through, some of them are uncomfortable. It is proposed that splays on rural roads will only be cut once a year, but I will push back on this. A consultation is open on £7.5m savings out of about £15m needed.

Borough update: Marina Centre opening in July but the new prices have not gone down well. Market redevelopment is still ongoing, with investment coming in. But there is no money to rural villages at the moment.

The play inspections have finished but the results are not yet available. There is no S106 funding for new play equipment in Repps but there are Community Funding pots available. The Council could put together an aspiration list to work from. The Borough will repair current equipment but will not replace any or add new ones. Cllr Ellis will contact Cllr Grant. BCLlr Mogford gave an update: all major projects are on time, the bridge is looking magnificent. If you join the Marina now there is a discount available.

Residents from Church Road were in attendance and spoke to Cllr Grant about new Council property tenants who have been abusive, antisocial, and threatening. They were urged to report all incidents so a complete picture can be logged with the Borough. Cllr Grant was thanked for listening to the issues.

6. Flegg Community Land Trust

Terry Harper and Shaun Day, trustees of Flegg Community Land Trust, spoke to the meeting about the work they do and what the CLT could do for Repps with Bastwick.

Flegg Community Land Trust is a body of volunteers working to assist Parish Councils, or local groups, to explore and achieve community assets in their village, typically affordable housing

but also could be play equipment, a community pub, an orchard, enclosed dog walking fields, mens shed, allotments, permissive paths, etc. The Government provided GYBC with a pot of money a few years ago and Flegg CLT received a start up grant from that.

The CLT covers the Flegg villages North of Caister. Terry and Shaun have been going round each Parish to explain what the CLT does and asking each one to give some thought to what is wanted or needed, and then the to ask the CLT to look into it. They are keen to get broader spectrum of trustees and would welcome more members from Parish Councils, including Repps.

The CLT can identify need with a survey, draw up a scheme to achieve that need, and obtain funding to achieve the scheme. The scheme would be controlled by the CLT but the Council would be a key player at all stages. Terry will send the Clerk a fact sheet to circulate.

7. Clerk to the Council vacancy

The role was offered to the first choice candidate from the last interviews. She initially accepted but then withdrew. The role was then offered to the second choice candidate. Again she accepted initially but unfortunately also withdrew last week. However there have been several more inquiries.

The Clerk had invited a locum, Catherine Moore, to attend the meeting. She will charge £15 per hour and will run the recruitment process for a permanent replacement. The Council **approved** appointing Catherine Moore as locum. The Clerk will complete the minutes and hand over all documents and equipment by the end of the month.

8. Correspondence received

- a) An email from a member of the public regarding planning for clean water.
- b) A consultation on a Cambridge Maths School for East Anglia.
- c) Electric Vehicle charging points across Norfolk. NCC Ward grants can be used towards the costs.
- d) Consultation of the Broads Authority Draft Plan.
- e) NCC Parish Partnership 2023/24 bid information. It is possible to use local firms for any works rather than NCC Highways, who are generally quite expensive.
- f) Correspondence from St Peter's Church Wardens thanking the Parish Council for the renovation of the churchyard bench, and the maintenance of the grass.

9. Parish Clerk's report

- a) The grass at Potter Heigham Bridge has now been cut.
- b) The footpath from Low Road to the A147 has still not been strimmed. The contractor has been chased.
- c) The hedge and overhanging branches were reported and Highways will attend to both of them.

10. Allotments

No issues reported. The Clerk will send an agreement to the new owner of 10 Evans Lombe Close, who has taken on the adjacent allotment plot.

11. Financial and administration matters

- a) The Income and Expenditure report for May and June was circulated to Councillors before the meeting (see below). It was **noted** by the Council.
- b) The Actuals vs Budget figures for the first quarter were circulated to Councillors before the meeting (see below) and were noted.

- c) The payments presented for June (see below) were **approved**.
- d) Cllr McTaggart reported that the defibrillator needs new pads. Purchase of these was **approved**.

12. Planning Matters

- a) BA/2022/0151/HOUSEH – erect single storey pitched roof shed in garden at The Homestead, High Road. The application was received after the agenda was published. A comment of no objections was ratified.
- b) BA/2022/0230/HOUSEH – replace quay heading and widen mooring cut at Rushmere, 63 Riverside. The Council had no comments to submit.
- c) BA/2022/0152/CLEUD – Lawful Development Certificate for 4 years use of a building as a dwellinghouse within Class C3. Confirmation that the Broads Authority can issue a Lawful Development Certificate. The Council discussed previous applications for the same thing. The original application was believed to be to allow for a temporary onsite carer for the owner. The Clerk was asked to look at the history of the application.

13. Matters for reporting or future agenda

- Discussion on Flegg Community Land Trust presentation.
- Dog waste issues around the play area.
- Trod path along the A147 between Tower Road and the bus stop – NCC Parish Partnership funding.
- Tree works on the tree overhanging the roundabout and pavement along Church Road.

14. Public Participation

A member of the public asked Cllr McTaggart to ask Anglian Water if they could, while they are laying 3 water pipes on Tower Road, fill in a pot hole. However they have finished the tarmac today.

15. Date and Time of the Next Meeting

The next meeting will be held on Tuesday 6th September at 8pm, in the Village Hall.

Attachments: Income and Expenditure summary for May and June, payments for July, and the Actuals vs Budget 2021/22.

Signed.....

Date.....

INCOME AND EXPENDITURE REPORT AS AT 1.7.22

MONTH **YEAR**
May-Jun **TO DATE**

MONTH
May-Jun

YEAR
TO
DATE

INCOME

PRECEPT		5,422.00
CCF		
TRAINING BURSARY		
BANK INTEREST		
GRASS CUTTING		
GLASS & MISC	51.00	463.67
TRANSPARANCY FUNDING		
ALLOTMENTS		
NCC		
MISCELLANEOUS		
DEFIBRILLATOR		
TOTAL	<u>51.00</u>	<u>5,885.67</u>
TRANSFER	2,000.00	4,000.00
VAT		

CASH BOOK

AS AT 1.7.22

BALANCE B/FWD	1,736.83
INCOME	51.00
EXPENDITURE	<u>(2,825.81)</u>
	<u>(1,037.98)</u>
TRANSFER	2,000.00
NET VAT	(412.98)
	<u> </u>
BALANCE	<u><u>549.04</u></u>

EXPENDITURE

CLERKS SALARY/TAX	448.94	710.98
STATY/POST/PHONE ETC	39.64	90.43
GRASS CUTTING	545.44	1,090.88
ALLOTMENTS		469.72
RECYCLING	18.00	25.50
HALL HIRE		75.00
AUDIT & INSURANCE	274.62	274.62
FUEL ALLOTMENT		
SECTION 137		100.00
PROF/SUBS/TRAINING		163.50
MISCELLANEOUS	1,499.17	1,636.67
TOTAL	<u>2,825.81</u>	<u>4,637.30</u>
TRANSFER		5,000.00
VAT	412.98	556.48

BANK ACCOUNT

AS AT 1.7.22

CURRENT ACCOUNT	1,328.57
	<u> </u>
	<u>1,328.57</u>
Less unrepresented chqs	
	373 (75.00)
	374 (50.00)
	385 (654.53)
	<u> </u>
BALANCE	<u><u>549.04</u></u>

SAVER ACCOUNT

AS AT 1.7.22

INCOME

TRANSFER		5,000.00
INTEREST	0.96	0.96
TOTAL	<u>0.96</u>	<u>5,000.96</u>

EXPENDITURE

TRANSFER	2,000.00	4,000.00
TOTAL	<u>2,000.00</u>	<u>4,000.00</u>

CASH BOOK

AS AT 1.7.22

BLANCE CD/FWD	13,829.32
INCOME	0.96
EXPENDITURE	<u>(2,000.00)</u>
BALANCE	<u><u>11,830.28</u></u>

BANK ACCOUNT

AS AT 1.7.22

CURRENT ACCOUNT	11,830.28
	<u> </u>
BALANCE	<u><u>11,830.28</u></u>

PAYMENTS FOR July 2022

	Net	VAT	Gross
Parish clerk costs	£224.47	£0.00	£224.47
Grass Cutting	£545.44	£109.09	£654.53
Glass Recycling	£11.16	£2.23	£13.39
Miscellaneous	£17.50	£0.00	£17.50
Total expenditure	£798.57	£111.32	£909.89

RECEIPTS in June 2022

Precept	
Recycling credits	£51.00
Allotments	
Miscellaneous	
Total Income	£51.00

Current A/C as at 2/7/22	£1,549.04
Deposit A/C as at 2/7/22	£10,830.28
Transfers to/from Current A/C to/from Deposit	£1,000.00

Actual vs Budget for the year to 1st July 2022

31.3.2022	Income	Actuals 1.7.22	Budget 2022/23	%
£				
4,800	Precept	3,074.50	6,149	50%
4,411	Concurrent Function	2,205.50	4,411	50%
284	Council Tax Support Grant	142.00	284	50%
1,088	Allotment rents		1,034	0%
655	Recycling		300	0%
75	Grass cutting		150	0%
1	Interest received	0.96		
20	Miscellaneous	463.67		
11,335		5,886.63	12,328	48%
	Expenditure			
2,592	Clerk's salary	710.98	2,716	26%
40	Internal Audit	40.00	60	67%
235	Insurance	234.62	300	78%
4,476	Grass Cutting	1,090.88	4,909	22%
325	Fuel Allotment Charity		350	0%
	Training		100	0%

200	Subscriptions	163.50	220	74%
356	Office expenses	90.43	350	26%
125	Village Hall rent	75.00	300	25%
2,100	Miscellaneous	1,636.67	100	1637%
937	Allotments	469.72	950	49%
235	Defibrillator		200	0%
	Asset Maintenance Accrual		1,553	0%
98	Recycling	25.50	100	26%
20	S137	100.00	120	83%
<u>11,738</u>		<u>4,637.30</u>	<u>12,328</u>	<u>38%</u>
(404)	Surplus / (Deficit)	1,249.33	0	
12,126.37	Balance b/f	11,686.47	857.15	Current a/c
			10,829.32	Deposit a/c
	Covid 19 Grant			
960	VAT Received	0.00		
(996)	VAT Paid	(556.48)		
<u>11,686.47</u>	Balance c/f	<u>12,379.32</u>		
857.15	Current Account	549.04		
<u>10,829.32</u>	Deposit Account	<u>11,830.28</u>		
<u>11,686.47</u>		<u>12,379.32</u>		