**Minutes of the Meeting of Repps with Bastwick Parish Council held on Tuesday 6th December 2022 at 8pm at Repps Village Hall**

**Present:** Fred Sharman (Chairman), Carol Willett, Chris Wallace, Andrew Wright, Alison McTaggart, Tom Ellis. Kerrie Wilton - Locum Clerk for meeting & one member public was present (Tracy Neve the new clerk due to take post in January 2023). County Councillor Andy Grant sent his apologies, no apology was received fromBorough Councillor Leslie Mogford & Hazel Rudrum.

# Apologies

None received.

# Declaration of Interest for items on the agenda

None received.

# Minutes of the last meeting

The minutes of the meeting held on 1st November 2022 were **agreed** and signed by the Chairman. He thanked Andrew Wright for Chairing that meeting in his absence.

# Matters Arising

* 1. Removal of Benches, riverbank opposite chip shop

Fred Sharman advised he had not yet been able to remove this & Tom Ellis has volunteered to remove it. **ACTION: TE**

* 1. Reporting of Highways matters from last meeting

The street light outside at Derehome has been repaired.

* 1. Fly tipped waste at junction of Tower Road

Tom Ellis has spoken to the enforcement Officer at GYBC & they had identified the person responsible, they have interviewed him under caution with a view to preparing a prosecution case.

# Borough and County Councillor Reports & Police Report.

None as not present.

# Correspondence

All circulated during the month & none required further action.

# Parish Clerk’s Report

Only includes the matter arising as shown above.

# Allotments

It was noted that the allotment invoices have been issued, three paid by cheque, but there might be more. Andrew Wright presented the Locum Clerk (Kerrie Wilton) with a cash payment of £16.39 from an allotment holder, she will pass this on to Catherine Moore for banking.

# Finance

* 1. Barclays

The account is current restricted, Andrew Wright advised that he has been unable to get through to the bank on the number of the letter that they sent. It is not known if this will now prohibit any cheques being cashed until this is resolved. The Locum Clerk (Kerrie Wilton) suggested that they may wish to look into the suitability of Unity Trust Bank once the new clerk is in post in January.

* 1. Income and Expenditure Reports for November

The accounts presented were accepted.

* 1. Payments

It was **agreed** to pay the following;

C Moore Salary 31 Oct to 4th Dec 2022 £240.00

HMRC PAYE – November 2022 £60.00

Donation The Poppy Appeal £20.00

Garden Guardian Grass Cutting October £654.53

URM recycling Bottle bank collection £19.16

 **Total £993.69**

# Planning

* 1. New Applications

None.

* 1. Decisions

None.

# Matters for Reporting or Future Agendas

* 1. Speedwatch

Cllr Wallace reported that he is going to attend training shortly, he then hopes to be able to recruit another 5 volunteers to run the project, he will draft an article/leaflet to be publicised locally. He confirmed that all of the equipment & training is provided for free & the locations are agreed between the Police & The Parish Council. **ACTION: CW**

* 1. Grounds Maintenance

The quotation obtained from Garden Guardian was presented, it was agreed to engage him again for the 2023 season; **ACTION: Clerk**

1. Grass Cutting £4590 plus VAT,
2. Hedge Cutting £470 plus VAT,
3. Additional Grass Cutting (two verges Repps with Bastwick) £140 plus VAT,
4. Strim footpath Low Rd to High Road £66.00 plus VAT,
5. Cut & strim at Potter Heigham Bridge site £132 plus VAT.
	1. Tree works

The quotation obtained from A Clarke Tree Surgery was presented for the required works at the Playing field & it was agreed to engage them for the works at a cost of £750.00. Fred Sharman will contact him to arrange the works. **ACTION: FS**

* 1. Meeting Dates 2023

The draft meeting dates for 2023 were circulated, it was noted that there should be a meeting date for April, it will be corrected to add 4th April 2023.

# Next Agenda items

Alison McTaggart advised that the street light 21R on Tower Road is not working & requested that it is reported to GYBC. **ACTION: Clerk**

Alison McTaggart advised that the remedial work to repair the fence adjacent to the garage & footpath (Low Road to High Road) is dangerous & has wooden parts jutting out at eye level, requested to be reported to NCC Footpath Officer. **ACTION: Clerk**

Chris Wallace requested the reason that a new lap top was being purchased & what would happen to the old one & any data stored on the hard drive. The Locum Clerk (Kerrie Wilton) advised that she did not have any information on this. **ACTION: Clerk**

Fred Sharman said that he had been asked what the Parish Council were planning for a Coronation Event, he advised that a £500 donation had previously agreed. Tom Ellis advised that a band had been booked for the evening so far. As part of the event, Fred has been asked to provide a list of all of the previous chairman going back to 1953, these should be available in the minutes, but might take some time to find on each individual meeting. **ACTION: Clerk**

Tom Ellis asked if there was still an intention to install a replacement bench at the allotment, Fred Sharman advised that there was but this has been delayed due to an overgrowing tree, he will get the tree surgeon to have a look when his undertaking the work at the playing field. **ACTION: FS**

# Public Participation

None

# Date of Next Meeting

Tuesday 3rd January 2023 at 8pm at the Village Hall.

The meeting closed at 9:05pm.

**CHAIRMAN**