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

 **Tuesday 9th May 2023 at 8pm at Repps Village Hall**

**Present:** Cllr Fred Sharman (Chairman), Alison McTaggart, Andrew Wright, John Quickenden, Sam Mitchell, Hazel Rudrum, Parish Clerk Tracy Neave, five Members of the Public

# Election of Chair and Vice Chair: it was agreed that Cllr Fred Sharman was proposed and seconded as Chair Person and Hazel Goodrum was proposed and seconded as Vice Chair.

# Declarations of Acceptance of Office: Office was accepted, forms to be signed at next meeting.

3. **Election of the Responsible Finance Officer**: it was agreed that Tracy Neave Parish

 Clerk would be the RFO.

4**. Review of the Register of Interest:** to be carried over to next meeting

# 5. Apologies: Cllr Tom Ellis, no apologies received from County Councillor Andrew Grant,

#  Gary May (Police),Borough Councillor Leslie Mogford

6. **Declaration of Interest for items on the agenda:** none received

# 7. Minutes of the last meeting

The minutes of the meeting held on 4th April 2023 were **agreed** and signed by the Chairman.

# 8. Matters Arising

a) two benches will be purchased one with arms, one plain. Clerk had been dealing with year end procedures so will now organise.

9. **To Consider a Business Continuity Plan**

 To be developed to ensure there is a reserve for the Parish Council

#  Annual Resolutions: to be reviewed and updated

#  Borough and County Councillor Reports & Police Report. Nothing to report

#  Correspondence:

 Email Flegg Community Land Trust: agreed to invite them to a meeting in the year

13. **Parish Clerks Report:** still attempting to sort meeting with Highways.

# 14. Finance

 14.1 Income and Expenditure Reports

April Bank Reconciliation



1. b) Payments for Approval: see end of Minutes
2. c) Internal Auditor report received
3. d) Approval of the Certificate of Exemption AGAR 2022/2023 agreed
4. e) Approval of the Governance Statement of the Annual Return agreed
5. f) Approval of the Accounting Statement of the Annual Return agreed

**15. Planning Matters**

 a) 06/23/0045/HH Linfords two storey cart shed: no objections

 b) BA/2023/0445 Rushmere withdrawn

 c) BA/2023/0102/FUL The Barn, Tower Road approved subject to conditions

16. **Matters for reporting or on future agenda**

a) Clerk will be on annual leave in July so Vice Chair will minute meeting

b) Chair will be on annual leave in June so Vice Chair will lead meeting

c) Speed watch: as Cllr Chris Wallace had been involved in this and had resigned a lead parish councillor is required. To be discussed at next meeting

d) Email addresses required from new parish councillors. Clerk advised to review use of personal email for parish council role and will investigate new emails for council.

17. **Public participation:** nothing to report

18. **Next meeting**: Tuesday 6th June at 8pm at the Village Hall Repps with Bastwick

**SIGNED BY CHAIR**



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