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

 **Tuesday 5th September 2023 at 8pm at Repps Village Hall**

**Present:** Cllr Fred Sharman (Chairman), Tom Ellis, Alison McTaggart, Andrew Wright, John Quickenden, Parish Clerk Tracy Neave, two Members of the Public

# Apologies for absence: Sam Mitchell, Hazel Rudrum

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

# 3. Minutes of the last meeting

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

# 4. Matters Arising

Reported in Clerk’s Report

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

# 6. Correspondence:

 1. Parish Partnership Scheme

7. **Parish Clerks Report:**

Clerk discussed loose chippings again with Justin Le May from Highways and will now write to

 Andy Grant for support with this.

 VAT return processed from beginning of financial year 1st April 2021to 31 August 2023. VAT

 Payment of £2951.70 received. VAT returns will be completed at the end of each financial

 year.

 Clerk on annual leave from 7th Sept to 15th September.

8. **Allotments:** Allotment inspection to be scheduled by Cllr Wright. Clerk to meet with Cllr

 Wright to ensure allotment information is up to date.

# 9. Finance

 14.1 Income and Expenditure Reports

 September Bank Reconciliation and payment schedule see end of minutes

 Bank statements and payment schedule agreed and signed by Chairman

10.  **Planning Matters:**

 i. BA2023/0257/HOUSE Harbour View 71 Riverside NR29 5JX single storey extension

approved subject to conditions

11. **Other Matters:**

1. Parish Partnership Scheme: Clerk to investigate if other local parishes may wish to share

 Samsign device.

 2. Spending of developer contributions fund: no action

 3. Grass cutting Potter Heigham: clerk to write to Garden Guardian due to lack of cuts at

 Potter Heigham

 4. Feasibility study Potter Heigham: no engagement

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

a) Flegg Community Land Trust to attend October meeting

b) High Road leading to Bridge Road, overhanging trees on the footpath

c) Low Road joining Church Road armoured cable laying on the surface of the road

d) Recycling credits to be processed

e) Complaints of smell from main sewer in Low Road

13. **Public Participations**

 Moorings and parking raised at Staithe, no action

13. **Next meeting**:

 Tuesday 3rd October at 8pm at the Village Hall Repps with Bastwick

 Fuel Trust Meeting will be at 7.30pm on Tuesday 3rd October at the Village Hall Repps with

 Bastwick

**SIGNED BY CHAIR**



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