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

 **Tuesday 6th February 2024 at 8pm at Repps Village Hall**

**Present:** Cllrs Fred Sharman (Chairperson), Alison McTaggart, Andrew Wright, John Quickenden, Sam Mitchell, Parish Clerk Tracy Neave

# Apologies for absence: Borough Cllr Leslie Mogford, County Cllr Andy Grant, Cllr Tom Ellis, Cllr Hazel Rudrum, PC Gary May

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

# 3. Minutes of the last meeting

The minutes of the meeting held on Tuesday 2nd January 2024 were agreedand signed by the Chairman.

# 4. Matters Arising

 a. Garden Guardian confirmed acceptance of grass cutting contract which will be

 reviewed in five years.

5. **Borough and County Councillor Reports & Police Report**.

 Nothing to report

# 6. Correspondence:

 a. NALC Wellbeing update

7. **Parish Clerks Report:**

New road signs have been ordered for Low Road. Highways confirmed they are reviewing the

 signage around the entrance to the bridge at Potter Heigham.

 Agreed that Clerk can order laminator to protect notices within the notice boards. Notice

 Board situated on the footpath at the garage is hard to unlock.

 Broads Authority have sent email informing that the Repps Bank 24 hour mooring is going to

 be refurbished after the Easter Holidays.

**Action:Clerk**

8. **Allotments:**

Clerk to renumber allotments and send agreements to allotment holders.

 It was agreed to inform allotment holders of 25 percent increase to fees as from next rental

 year.

**Action:Clerk**

# 9. Finance

 14.1 Bank reconciliation agreed and signed see end of minutes Bank statements signed and

 agreed

 14.2 Payment schedule agreed see end of minutes

 14.3 Cllr Wright advised that the Village Hall Committee used to contribute to the grass

 Cutting expenses in the past. Cllr Quickenden confirmed the Village Hall Committee had

 offered a donation of £500 in respect of the Samsign 2 device or toward the grass cutting

 if the Parish Partnership grant is not received.

10.  **Planning Matters:**

 a. New Applications: None

 b. Appeals: None

 c. Decisions: i. BA/2023/0408/FUL Nippy Chippy Bridge Road Potter Heigham NR29 5JQ

 change of amusements part of building to create 3 commercial units: approved

 subject to conditions

11. **Public Participation:** none

12. **Date of Annual Parish Meeting and Annual Parish Council Meeting:** confirmed as 7th May.

 Annual Parish Meeting will start at 7.30pm with Annual Parish Council Meeting commencing

 at 8pm.

13. **Matters for reporting or future agendas**

 a. Cllr Ellis emailed Clerk regarding two broken street lights which clerk has reported.

 b. Clerk to advise the Police of incidents regarding nails on road in the village.

 c. Playing field has purchased a shipping container which has caused haunching from the

 telephone box on Church Road, by the school and Church Road to

 telephone box on Church Road, the school, and Church Road to the B1152. Give way

 signs have eroded at Church Road/Staithe Road. Clerk to report.

 d. Clerk to advise Environmental Health of the cable on Low Road.

 e. Cllr McTaggart reported feedback from the recent Flood Meeting at Hickling.

 f. Environmental which the Environmental Agency closed but a member of the public has

 re-opened. There are significant safety concerns.

 g. Cllr McTaggart has resigned from the Council and will leave at the end of April 2024.

 Cllr Sharman thanked Cllr McTaggart for her dedicated work. The co-option process

 to find a replacement Councillor will now begin.

14. **Date and time of the next meeting**: the next meeting is scheduled to be held on Tuesday 5th

 March 2024 at 8pm at the Village Hall.

**SIGNED BY CHAIR**

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| **Repps cum Bastwick Parish Council** |  |  |  |
| **Bank Reconciliation** |  |  |  |
|  |  |  |  |
| **Financial year ending 31 March 2024** |  |  |  |
|  |  |  |  |
| Statement Date: |  | **29th January 2024** |  |
|  |  |  |  |
| **Bank Statement as at 29th January 2024** |  |  |  |
|  |  |  |  |
| Barclays Current Account |  | 6,160.16 |  |
| Barclays Deposit Account |  | 8,922.76 |  |
|  |  |  |  £ 15,082.92  |
|  |  |  |  |
| Less: Unpresented |  |  |  |
| 101440 HMRC  |  | 42.60 |  |
| 101463 NALC |  | 57.60 |  |
| 101470 Clerk salary |  | 302.28 |  |
| 101471 Clerk expenses |  | 59.30 |  |
| 101472 HMRC |  | 69.00 |  |
| 101473 NPTS |  | £55.00 |  |
|  |  |  |  |
|  |  |  |  £ 585.78  |
|  |  |  |  |
|  |  |  |  |
| Net balances at 31 March 2024 |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Cashbook** |  |  |  |
|  |  |  |  |
| Opening balance 1st April 2023 |  |  |  £ 8,762.18  |
| Add: Receipts |  |  | 19,306.39 |
| Less: Payments |  |  | -£13,571.43 |
|  |  |  |  |
| Closing Balance 31 March 2024 |  |  |  £ 14,497.14  |
|  |  |  |  |
|  |  |  |  |
| Variance |  |  |  £ -  |
|  |  |  |  |
| Cashbook includes variance from 2022/2023 |  |  |  |

