

**Repps with Bastwick Minutes of Parish Council Meeting held on 6th December 2016 at
Repps with Bastwick Village Hall at 8pm**

In attendance: Alison McTaggart (Chair) Cllrs: Thomas Ellis, John Mitchell, David Burrage, Andrew Wright, Philip Shreeve, Cllr Fred Sharman, Sarah Welsh (Clerk)
Also in attendance: 2 residents, new clerk Claudia Dickson, PC Cook, BCllrs Barry and Mary Coleman.

1. APOLOGIES FOR ABSENCE.

None.

2. DECLARATIONS OF INTEREST IN RESPECT OF THE CURRENT AGENDA.

None.

3. MINUTES OF THE LAST MEETING.

It was proposed by Cllr Burrage that the amended minutes of the previous meeting be accepted as a true record. Seconded: Cllr Ellis. Unanimously agreed. The minutes were signed by the Chair.

4. MATTERS ARISING

None.

5. BOROUGH AND COUNTY COUNCILLOR REPORTS / POLICE REPORT

BCllrs Barry and Mary Coleman had nothing to report. John Mitchell will let BCllr Barry Coleman know how much an extractor fan for the hall will be in anticipation of some grant funding.

PC Cook is retiring after 30 years service. There have been 2 calls and otherwise it has been very quiet. PC Cook is being replaced by PC Gary May. Chair Alison McTaggart thanked PC Cook for his support on behalf of the Parish Council, church, Playingfield and the village.

6. Clerk's Resignation and arrangements for replacement.

Claudia Dickson was offered the position and accepted. References have been received and approved. The chair welcomed Claudia to the Council. It was agreed that she would start on the 1st January, but Sarah would prepare for the next PC meeting on 3rd January 2017 and arrange a handover of the files etc. with Claudia.

7. Parish Partnership Scheme - footpath

Highways provided the following quote: Total scheme cost is £12370, so the parish share at 50% is £6185. The council decided the cost was too high to add to the precept. The clerk was asked to check whether the application deadline could be deferred to enable investigations into a loan to complete the work, to be paid back by smaller increases in the precept over a number of years.

8. Parish clerk's report

- Trees on the cycleway, which are blocking the ditch opposite, on the road to Potter Heigham. **Update:** Completed.
- Low Road Junction the grass has been cut, but not the hedges The clerk has asked GYBS for an update. **Update:** Highways will have another look. The clerk will follow up. The problem is the height, the clerk will ask for a site meeting and request a date and time.
- The warning sign re the Sewage works at the junction near the village hall. **Update:** completed.
- 2 lampposts are not working- 18R and 5R. The clerk has reported to Streetlighting. The clerk will report the 2nd light past the telephone box not working.
- There has been flooding up to the doors in Tower Road again, during the recent rain. The clerk has asked if Highways can contact Anglian Water, who will be putting in 2 trenches and ask if these can be used. Update: Barhale pumped out the ditch Cllr Mitchell will have another look. The clerk will invite a Highways engineer to a site meeting regarding the flooding.
- The clerk will be on annual leave on Monday and Tuesday 12th & 13th and then from 19th Dec to 2nd January

9. Financial and administration matters

- a) Precept request. The clerk will submit the request as agreed at the last meeting.
- b) Fuel Allotment Charity request - the current recycling balance is £275.05. It was unanimously agreed to add the amount to the Payments list in favour of the Charity.

10. Invoices to approve for payment

Papers given to councillors for approval of spending in line with the budget. (Attached). Cllr Burrage proposed the payments be approved, seconded by Cllr Sharman. Unanimously agreed. The cheques were signed by two councillors.

11. Planning Matters

Decisions: approved

Application No : BA/2016/0322/HOUSEH
Proposal : Retrospective planning permission to extend existing boat dyke, add new quay heading to the extension and replace boardwalk and decking on both sides of boat dyke.
Address : Scoots Place, 72 Riverside, Repps With Bastwick, Norfolk

12. Allotments

- a. Annual Inspection - report from Cllrs. There were no problems bar one allotment, which wouldn't be too difficult to clear. The clerk will advertise the allotments in the Mercury, and on the website. It was agreed applicants may live outside of the village. Waiting List - none at present.
- b. Letters re payments have been sent out with option to pay by BACS as well as cheque. A payments list will be produced for next meeting.

13. Correspondence

- a) Chair Alison McTaggart: the Poppy appeal collected £67.14
- b) Revitalise are asking for a grant. This will be put with the requests to consider at the end of the year.
- c) GY Police - invitation to visit GY Police Investigation Centre and Contact and Control Centre in Wymondham 13th January 9am GY PIC
- d) GYBC Dog Control Orders. Repps with Bastwick's have not been included because the Borough council felt their own orders covered any borough Land and the Parish council could apply their own regulations to their own land.
- e) Chair Alison McTaggart had received an email from BCllr Shirley Weymouth asking if the Councillors would like to contribute £10 towards a tankard for PC Cook, to be presented on 15th December. Cllr McTaggart proposed and Cllr Sharman seconded the motion. Unanimously agreed.

14. Evans Lombe and flooding issues on the playingfield

Update: Bob West will make a second visit to inspect the chamber but considers the flooding is caused by land drainage. However he will not rule out a piece of work at this stage. The clerk will ask for a site visit with Cllr Sharman, who will not be available between 17th - 30th December.

15. Draft Broads Flood Risk Supplementary Planning Document - Consultation

Cllr Burrage will look at the documents and email councillors with any comments.

16. Broads Plan 2017 – consultation

Cllr Burrage will look at the documents and email councillors with any comments.

17. Matters for reporting or future agenda

- Allotments: The verge area between plots 1 - 12a and 18; and plot no's. 12b and 13 is being used as a footpath. There is no public right of way here and the plots should abut each other.
- The clerk will report the area in front of the letter box outside Manor Farm is breaking up, to Highways.

- Add the purchase of a defibrillator to the agenda. The clerk will request whether Cllr Mary Coleman can contribute a grant towards it. Enquiries will be made in the New Year.

18. Public participation

The residents had nothing to report but wished the Council a Happy Christmas and new Year. This was reciprocated.

19. DATE AND TIME OF THE NEXT MEETING

The next meeting will be held on 3rd January 2017, in the Village Hall, commencing at 8 pm.

Attachments: Draft Payments and Receipts list. Bank Reconciliation.

Repps with Bastwick

DRAFT PAYMENTS LIST: (Cheque order) Vouchers 43 to 46

Vchr.	Cheque	Cde.	Name	Description	Amount
43	1037	17	URM Berryman September	Recycling collection fee glass	14.40
44	1039	3	S Welsh	Clerk's Salary	184.28
45	1041	1	CGM Group (East Anglia) Ltd.	Grass cutting	333.50
46	1042	5	S Welsh Office exp £4; mileage £4.50	Office expenses	8.50
47	1043		S. MITCHELL (FUEL AUGMENT CHARITY)	Recycling bal.	
TOTAL					540.68
					275.00
					<u>£815.68</u>

Repps with Bastwick

DRAFT RECEIPTS LIST: (Cheque order) Vouchers 21 to 30

Vchr.	Ref	Cde.	Name	Description	Amount
25	BACS 3.	17	Alford Storage - Astco Recycling	Textile Recycling Payment GYBC	17.10
26	BACS 7.	17	Alford Storage - Astco Recycling	Textile Recycling Payment GYBC	9.72
21	cheque	11	Multiple <i>Webb and Bond Plots 12b-13; plot 24.</i>	Allotment Rent	31.28
22	cheque	11	Goodwin Farms <i>50% annual payment.</i>	Allotment Rent	446.38
23	cheque	11	Multiple <i>Lawrence plots 14A-B; Shreeve Plots 20 -22B cash - clerk cheque S Welsh.</i>	Allotment Rent	49.04
24	cheque	11	P King <i>Plot 15A cash - clerk cheque S Welsh.</i>	Allotment Rent	6.30
Subtotal Cheque No. cheque					533.00
TOTAL					559.82

	Bank Reconciliation at 07/12/2016		
	Cash in Hand 01/04/2016		
			4,210.07
	ADD		
	Receipts 01/04/2016 - 07/12/2016		11,550.50
A	SUBTRACT		15,760.57
	Payments 01/04/2016 - 07/12/2016		7,456.75
	Cash in Hand 07/12/2016		8,303.82
	(per Cash Book)		
	Cash in hand per Bank Statements		
	Cash	02/10/2015	0.00
	Current Account 247	29/11/2016	7,838.12
	Saver Account 161	29/09/2016	985.68
B	Less unpresented cheques		8,823.80
	As attached		526.28
	Plus unpresented receipts		8,297.52
	As attached		6.30
	Adjusted Bank Balance		8,303.82
	A = B Checks out OK		

A2P

Repps with Bastwick
Uncashed payments\transfers out (All banks)
(Upto 07/12/2016)

Voucher	Date	Cheque No.	Description	Total	Bank
44	06/12/2016	1039	Clerk's Salary	184.28	Current Account 247
45	06/12/2016	1041	Grass cutting	333.50	Current Account 247
46	06/12/2016	1042	Office expenses	8.50	Current Account 247
Total-----				526.28	