



**Minutes of the meeting of Knapton Parish Council held on the 4th February 2025,
7:30pm, Knapton Village Hall**

Those present: John Lawton (In the chair), Zillah Austin, John Claydon, Kelly Adams, Julie Myhill

Public: 10 members of the Public, District Councillor Peter Neatherway and County Councillor Edward Maxfield

1. To receive Apologies for Absence.

a. To consider and agree apologies for absence

Cllr Hall sent her apologies and they were accepted by the council

2. Declarations of Interest and requests for dispensations

a. To consider and agree declarations of interest and requests for dispensations

None received

3. Minutes of previous meetings

a. To agree and sign the minutes of the Ordinary Council Meeting held on the 5th November 2024

The minutes of the meeting held on the 5th November 2024 were considered and agreed by the council, the minutes were signed at the meeting

4. Co-option

a. To Consider and agree applications for a person to be co-opted onto Knapton Parish Council to fill the councillor vacancy

Council considered the applicant for the Parish Councillor vacancy. Cllr Austin proposed that Keith Lawrence be co-opted onto the council (Councillors voted, 2 for, 2 abstained and 1 against). He was then invited to join the council. Mr Lawrence declined the offer as he was aware that there was another interested party who was not able to join this meeting and felt that the appointment would be fairer if both parties could be considered to fill the vacancy. This item will be considered at the next meeting

5. Matters arising from previous meetings

To report on progress on items from previous meetings. No decisions may be taken

a. The Old School Playing Field - Application filed with the Land Registry - Response due by February 2026

b. Playground - Swings to be reinstated Spring 2025

c. Fencing - Pond - Complete

d. Grant Pond Works - unsuccessful

e. Bus Stop - The Bus Stop will be installed before the end of April

f. Broken Dog Bin, Paston Road - Cllr Claydon will attempt to mend the bin

6. Finance

a. To consider and agree the bank reconciliation of accounts

Council considered and agreed the bank reconciliation of accounts

b. To receive the budget update

The budget update was noted

c. To consider and agree NNDC proposal for precept in light of the proposed change of Tax Base

Council agreed to no make any changes to their precept request

d. To consider and agree Payments and Receipts

The Council agreed the following Payments and Receipts

PAYMENTS			
Date	Payable to	Description	Amount
06.11.2024	SLCC	Membership	£47.50
25.12.2024	BBT Construction	Playground Repairs	£135.00
05.12.2024	Knapton Village Hall	Hall Hire	£13.80
04.01.2025	Playground Inspection Company	Playground inspection	£108.30
30.12.2024	D Revell	Salary	£321.75
30.01.2025	D Revell	Salary	£321.75
01.02.2025	Hugo Fox	Website Fees	£11.99
01.02.2025	Knapton Village Hall	Hall Hire	£13.20
01.02.2025	Clook	Email Hosting	£36.00
RECEIPTS			
25.11.2024	UKPN	Wayleave	£72.03

7. Policies, Documents, Councillor Reports and Training

- a. To consider and agree the 5 year plan for Knapton Parish Council
Council decided to Defer this item to the next meeting
- b. To consider and agree playground inspection report and agree any actions
Council agreed to ask the contractor to quote to carryout the actions detailed in the report
- c. To consider and agree the Council's Planning Protocol
Council considered and agreed the Council's Planning Protocol
- d. To consider and agree Councillor responsibilities
Council considered and agreed the following Councillor responsibilities
Allotments - Cllr Adams, Footpaths - Cllr Hall, Assets - Cllr Myhill, Website - Cllr Lawton, SAM 2 Cllr Lawton, MADRA Liaison - Cllr Austin, Highways - Cllr Claydon, Maintenance - Cllr Claydon, Playground - Cllr Austin and Cllr Myhill

8. Planning

- To consider and agree any planning applications received including matters responded to using council's delegated powers
- a. PF/24/2651 Grove Corner Cottage, Subdivision of dwelling to form two dwellings - council agreed to respond with 'no objection or comment'
 - b. PF/24/2641 Kahla, Knapton Green. Demolition of single story dwelling and erection of replacement two story dwelling (self build) - Council agreed to respond with 'no objection or comment'

9. To report any other business

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council

Knapton News. Liz Winter was standing down after 14 years and they were seeking a new editor for this. Council formally thanked Liz for her dedication and hard work over the past 14 years.

Cllr Claydon reported that the road is breaking up on The Street, where the Anglian Water works had been carried out - The Clerk would contact the relevant bodies to have this rectified

10. Correspondence

To consider any correspondence and agree responses thereto

- a. Email from councillor regarding MADRA
Cllr Austin was asked to talk to MADRA about their request
- b. Email from Parishioner regarding MADRA and Playing Field
This item was discussed at the meeting and questions answered during public participation time

c. Contact from a Parishioner regarding the footpath steps near Knapton Cutting
This has been reported to the County Council for action

11. Public Participation time

The meeting will be adjourned for a period of 15 minutes) to allow Members of the Public to speak, to receive District and County Councillors reports and any Councillors with prejudicial interests to speak.

Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting.

The main topic of conversation with parishioners was in connection with MADRA and concerns about their EGM, after a long discussion it was agreed that the Parish Council would write to MADRA requesting information about how Parish Councils were represented at the EGM

Parishioners also raised questions regarding the Playing Field, the Council said that if they should received a business plan from the Neighbours group regarding the playing Field that it would be considered

Cllr Maxfield, Norfolk County Council spoke about Devolution and the possible Local Government reorganisation and that the next elections may be postponed. His report is available on the Council's Website

Cllr Neatherway, North Norfolk District Council, spoke about the speed reduction scheme from Knapton to Swafied, this should be carried out at the end of March

He also spoke about the Bus Stop and should have more details this week, but it is likely to be installed before the end of April and he is awaiting answers regarding the potential bike racks to be installed behind the Bus Stop at Wilds Way. A parishioner suggested that money for this may be available from the Fete Committee

12. Date of Next Meeting

To confirm that the date of the next meeting of the Parish Council will be on 1st April 2025, 7:30pm, Knapton Village Hall

Meeting Closed: 21:09