

**Minutes of an Annual Meeting of Knapton Parish Council held in
Knapton Village Hall on Tuesday 2nd May 2017 and following the
Annual Parish Meeting**

Present: As for the Parish meeting.

- 1. Apologies for Absence:** As for Parish Meeting
- 2. Election of Officers of Knapton Parish Council:** DBL stood down as Chairman. No one else was willing to take on the chairmanship, so DBL agreed to remain in the chair until after the June meeting. AY was elected Vice-Chairman, proposed MA, seconded DBL. DH to advertise for a new parish councillor.
Other responsibilities on the PC were agreed: Planning: Peter Kaye. Village Hall: Mary Allen. Footpath and Allotments: Pat Lee. Madra: Andrew Claydon. Transport & Health: Sue Wilkins, Gas Site: Alan Young.
- 3. Declarations of Interest:** the declaration made after the 2015 election still stands.
- 4. Minutes of the previous Parish Council meeting held on 4th April:** were held over to the next meeting.
- 5. Matters Arising:** As above.
- 6. Finance/Audit:** A spread sheet was circulated to the council members, showing an end of year (31st March 2017) balance of £4121. The Audit and cash book were signed. Cheque for £344.32 , clerk (two months salary) and office expenses, £24 replacement gate post at the play area, £114.89 NALC and £404.91 insurance renewal were signed. All agreed.
- 7. Future of Knapton Village Hall:** had been covered in the Parish meeting.
- 8. Madra Lease:** AY had added a clause to cover maintenance of hedges and playground area, and returned the lease to Hansells (lawyers).
- 9. Millennium Field:** had been dealt with at the Village meeting.
- 10. Correspondence:** the little that had been received in April had been forwarded to the PC.
- 11. Any other business:** (i) PL said he had received a request for a dog bin to be positioned in the lower end of The Street. DH to look into the cost involved. (ii) It was agreed that verges in Hall Lane and by the bus shelter needed to be cut back as currently visibility was impaired. DH to contact Highways. (iii) It was agreed that the footpath to Mundesley should be cut monthly. DBL would ask Robert Heydon to do this.
- 12. Date of next Meeting:** Tuesday 6th June 2017. The Meeting closed at 8.20pm.