

PAYMENTS

Date	Payable to	Description	Amount
30.01.2026	D Revell	Salary	xxxxx
15.01.2026	SR Print	Leaflets	£34.00
09.02.2026	Knapton Village Hall	Hall Hire	£28.50
09.02.2026	Play Inspection Company	ROSPA Inspection	£113.94
28.02.2026	D Revell	Salary	xxxxx
03.03.2026	SLCC	Membership	£60.00
16.02.2026	Target Pest Solutions	Pest Control Allotments	£192.00
03.03.2026	xxxxx	Defib Pads	£166.80
03.03.2026	D Revell	Viking Office Supplies	£7.41

RECEIPTS



Knapton Parish Council

Working for a better tomorrow

26th February 2026

Dear Sir/Madam

You are hereby summoned to attend the **Parish Council Meeting** of Knapton Parish Council to be held at the **Knapton Village Hall** on **3rd March 2026, 7:30pm** for the purpose of transacting the business listed on the agenda below.

Yours faithfully

Denise Revell

Agenda

Every meeting of the Council is open to the public except where the council resolves to to exclude the public from all or part of the meeting on the grounds that publicity would be prejudicial to the public interest by the confidential nature of the business.

Members of the public have no right to speak at a parish council meeting unless the council authorises this. Public Bodies Admissions to meetings act 1960. Should a member of the public wish to ask a question or highlight an issue or comment on anything on the agenda please contact the clerk so appropriate time can be allocated for you to speak

1. **Election of Chairman**
In accordance with Section 15(1) of the Local Government Act 1972, to elect a Chairman of Knapton Parish Council
2. **Election of Vice Chairman**
To elect a Vice-Chairman of Knapton Parish Council
3. **Apologies for Absence**
To receive and approve apologies for absence
4. **Declarations of Interest**
 - a. To receive declarations of pecuniary and non-pecuniary interests
 - b. To consider any requests for dispensations
5. **Minutes of the Previous Meeting**
To approve the minutes of the meeting held on 6th January 2026 and 2nd February 2026.
6. **Co-option**
To receive and consider any applications for co-option onto Knapton Parish Council. In accordance with the Local Government Act 1972, noting that any motion to approve a co-option must be proposed and seconded in order to be carried.
 - a. Vacancy 1
 - b. Vacancy 2
 - c. Vacancy 3
 - d. Vacancy 4

- e. Vacancy 5
- 7. **Matters Arising from the Minutes**

To review progress on actions not covered elsewhere on the agenda.

 - a. The Old School Playing Field - Application filed with the Land Registry - Response due February 2026
 - b. Playground Inspection
 - c. Fencing behind Tree Line, Hall Lane side of the Parish Playing Field
 - d. Anglian Water Entrance to Playing Field
 - e. Trees behind Wilds Way
 - f. Grit Bin Car Park
- 8. **Public Participation**

The meeting will be adjourned for a period of 15 minutes) to allow Members of the Public 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.
- 9. **Reports**
 - a. County Councillor Report
 - b. District Councillor Report
- 10. **Planning Matters**

To consider new planning applications, decisions received and any other planning matters

 - a. PF/25/2755 The Brambles, High Street, Knapton - APPROVED
- 11. **Finance**
 - a. To receive the current financial statement/bank reconciliation
 - b. To receive the Budget update
 - c. To consider and agree payments and receipts to be made and those made since the last meeting

Section 101(1)(a) of the Local Government Act 1972, which permits the Council to **delegate financial authority** to the Clerk or a committee

The Council's **Financial Regulations**, which allow for **urgent or routine payments** to be made between meetings and reported to the Council for approval

 - d. To consider and agree actions regarding Allotment money
- 12. **Highways, Footpaths and Transport**

To discuss any issues relating to roads, pavements, signage, and public rights of way

 - a. Bus Shelter Wilds Way
- 13. **Parish Council Matters**

To discuss issues affecting the parish, including maintenance, amenities, and community concerns.

 - a. To consider and agree circulating a questionnaire regarding the Playground
 - b. To consider and agree re-location of the Playground
 - c. To receive an update from Mardlewood.
 - d. To receive an update on the Pond
- 14. **Events**
- 15. **Correspondence**

To note and consider correspondence received since the last meeting.
- 16. **Policies and Governance**

To review or adopt council policies

 - a. Assertion 10 update
 - b. To consider and agree the council's Accessibility Statement
 - c. To consider and agree the council's Freedom Of Information Policy

- d. To consider and agree the council's Transparency Code
 - e. To consider and agree the council's Data Retention Policy
17. **Items for the Next Agenda**
To note items councillors wish to include at the next meeting.
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
18. **EXCLUSION OF THE PRESS AND PUBLIC**
Exclusion of the Press and Public To resolve under the Public Bodies (Admissions to meetings) Act 1960 that the Press and Public be excluded due to items pertaining to employment and legal issues
 - a. To consider and agree any actions regarding Restricted Covenants
19. **Date and Time of Next Meeting**
20. **To confirm that the date of the next meeting of the Parish Council will be held on the 5th May 2026 at 7:30pm, Knapton Village Hall**

The Parish Clerk: Meadowcroft, Cromer Road, Mundesley, Norfolk, NR11 8DB
Telephone: 07900 957888 :: Email: parishclerk@knaptonvillage.org
Website: <https://www.hugofox.com/community/knapton-parish-council-20696>

Data Retention Policy

Knapton Parish Council

1. Introduction

Knapton Parish Council recognises the importance of managing information responsibly and securely. This Data Retention Policy sets out how the Council retains and disposes of personal data and other records in line with legal, regulatory, and operational requirements.

The Council is committed to ensuring that information is:

- Kept only for as long as necessary
- Accurate and up to date
- Stored securely
- Disposed of appropriately

2. Legal Framework

This policy is informed by the following legislation and guidance:

- UK General Data Protection Regulation (UK GDPR)
- Data Protection Act 2018
- Freedom of Information Act 2000
- Local Government Transparency Code 2015

3. Scope

This policy applies to:

- All personal data and records held by the Council
- All formats, including paper, electronic files, emails, and backups

- Councillors, the Parish Clerk, and anyone handling data on behalf of the Council

4. Retention Principles

The Council will ensure that:

- Personal data is retained only for as long as there is a lawful reason
- Data is reviewed regularly
- Records are securely destroyed when no longer required
- Retention periods reflect statutory requirements and best practice

5. Retention Periods

The Council follows recommended retention periods for parish councils. Examples include:

Record Type	Retention Period
Minutes of meetings	Permanent
Agendas and supporting papers	6 years online, paper copies destroyed once minutes have been agreed
Financial records (accounts, invoices, receipts)	6 years
Audit records	6 years
Asset register	Life of asset + 6 years
Contracts and agreements	Duration of contract + 6 years
Correspondence (general)	1 year
Correspondence with legal or financial significance	6 years
Personnel records (Clerk)	6 years after employment ends
FOI requests and responses	3 years
Data protection records	6 years

Retention periods may be extended where required for legal claims or ongoing investigations.

6. Secure Storage

The Council will take appropriate measures to protect information, including:

- Password-protected devices and files
- Secure storage of paper records
- Limited access to authorised persons only
- Regular review of data held

7. Secure Disposal

When records reach the end of their retention period, they will be disposed of securely by:

- Shredding or incinerating confidential paper documents
- Permanently deleting electronic files
- Ensuring backups are overwritten or deleted where feasible

8. Data Subject Rights

Individuals have rights under the UK GDPR, including the right to request access to their personal data. Requests will be handled in line with the Council's Data Protection and Freedom of Information policies.

9. Responsibilities

- The Parish Clerk is responsible for managing records and ensuring compliance with this policy.
- Councillors are responsible for handling data in accordance with this policy and relevant legislation.

10. Review of Policy

This Data Retention Policy will be reviewed periodically and updated as required to reflect changes in legislation or guidance.

Transparency Code

Knapton Parish Council

1. Introduction

Knapton Parish Council is committed to openness, accountability, and transparency in how it conducts its business and spends public money.

This Transparency Code sets out how the Council complies with the **Local Government Transparency Code 2015**, which applies to parish councils with an annual turnover not exceeding £25,000.

2. Information We Publish

The Council will publish the following information on its website, where applicable, and keep it up to date:

a. Financial Information

- All items of expenditure over £100
- Annual accounts and audit statements
- Annual budget and precept information
- Councillor allowances (if applicable)

b. Governance Information

- Names of councillors and their responsibilities
- Agendas, minutes, and papers for council meetings
- Policies and procedures
- Asset register
- Standing Orders and Financial Regulations

c. Staffing Information

- Contact details for the Parish Clerk
- The Clerk's salary is published in salary bands, in line with transparency requirements

3. Publication Method

Information will normally be published:

- On the Knapton Parish Council website; or
- Provided on request where online publication is not possible

Documents will be made available in accessible formats wherever reasonably practicable.

4. Requests for Information

If information is not available on the website, it may be requested from the Council.

Requests should be made to:

Parish Clerk

 **Email:** parishclerk@knaptonvillage.org

The Council will respond to requests in accordance with the **Freedom of Information Act 2000** and relevant regulations.

5. Exemptions

Some information may not be published where it is exempt under legislation, including:

- Personal data protected by the UK GDPR and Data Protection Act 2018
- Confidential or commercially sensitive information

Where information is withheld, the Council will explain the reason why.

6. Review and Maintenance

This Transparency Code will be reviewed regularly and updated as necessary to ensure continued compliance with legislation and best practice.

Accessibility Statement for Knapton Parish Council

Knapton Parish Council is committed to ensuring digital accessibility for people with disabilities. We are continually improving the user experience for everyone and applying the relevant accessibility standards.

Scope of this statement

This accessibility statement applies to the Knapton Parish Council website.

Compliance status

This website is **partially compliant** with the Web Content Accessibility Guidelines (WCAG) version 2.1 AA standard, due to the non-compliances listed below.

Non-accessible content

Some parts of this website may not be fully accessible. For example:

- Some older PDF documents may not be fully accessible to screen reader software.
- Some images may not have appropriate alternative text.
- Some documents may not be structured in an accessible way.

We are working to address these issues and improve accessibility where possible.

What to do if you cannot access parts of this website

If you need information from this website in a different format, such as accessible PDF, large print, easy read, audio recording, or braille, please contact us:

- **Email:** parishclerk@knaptonvillage.org
- **Telephone:** 07900957888

We will consider your request and aim to respond within a reasonable timeframe.

Reporting accessibility problems

We are always looking to improve the accessibility of this website. If you find any problems not listed on this page or think we are not meeting accessibility requirements, please contact us using the details above.

Enforcement procedure

If you are not satisfied with our response to your accessibility concern, you may contact the Equality Advisory and Support Service (EASS):

- **Website:** www.eass.gov.uk
- **Telephone:** 0808 800 0082
- **Textphone:** 0808 800 0084

Technical information about this website's accessibility

Knapton Parish Council is committed to making its website accessible, in accordance with the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018.

Preparation of this accessibility statement

- This statement was prepared on: **March 2026**
- This website was last tested on: **February 2026**
- The method used to test the website: self-assessment

Freedom of Information Policy

Knapton Parish Council

1. Introduction

Knapton Parish Council is committed to openness, transparency and accountability in the way it conducts its business. This policy sets out how the Council will comply with the **Freedom of Information Act 2000 (FOIA)** and related legislation.

The Council recognises the public's right to access information it holds and will make information available unless there is a lawful reason not to do so.

2. Scope

This policy applies to all information held by Knapton Parish Council, whether in paper or electronic form, including emails, minutes, correspondence, reports, and financial records.

It applies to:

- Councillors
- The Parish Clerk
- Any contractors or third parties handling information on behalf of the Council

3. Publication Scheme

Knapton Parish Council has adopted the **Information Commissioner's Office (ICO) Model Publication Scheme**.

This scheme commits the Council to proactively publishing key information, including:

- Council minutes and agendas
- Policies and procedures
- Financial information
- Contact details

Information included in the publication scheme will be made available on the Council's website or provided on request.

4. Making a Freedom of Information Request

Anyone can make a request for information held by the Council.

Requests must:

- Be made in writing (including email)
- State the requester's name
- Provide an address for correspondence
- Clearly describe the information requested

Requests should be sent to:

The Parish Clerk

Email: parishclerk@knaptonvillage.org

5. Response Times

The Council will:

- Acknowledge FOI requests where appropriate
- Respond within **20 working days** of receipt

If the request is complex or requires a public interest test, the Council may extend the response time, as permitted by law, and will inform the requester accordingly.

6. Exemptions

Some information may be withheld where an exemption under the Freedom of Information Act applies. Common exemptions include:

- Personal data (covered by the UK GDPR and Data Protection Act 2018)
- Confidential or commercially sensitive information
- Information intended for future publication

Where an exemption is applied, the Council will explain why and advise the requester of their right to appeal.

7. Fees and Charges

Most requests are free of charge.

The Council may charge a reasonable fee for:

- Photocopying
- Printing
- Postage

Any fee will be communicated to the requester in advance.

8. Refusal of Requests

The Council may refuse a request if:

- The information is exempt
- The request is vexatious or repeated
- The cost of compliance exceeds the statutory limit

Any refusal will be provided in writing and will include details of the appeals process.

9. Appeals and Complaints

If a requester is dissatisfied with the handling of their request, they may request an internal review by writing to the Parish Clerk.

If the requester remains dissatisfied after the internal review, they may complain to the **Information Commissioner's Office (ICO)**.

10. Records Management

The Council will maintain accurate and up-to-date records to ensure compliance with FOI obligations. Records will be retained and disposed of in line with the Council's retention schedule.

11. Review of Policy

This policy will be reviewed periodically and updated as necessary to ensure continued compliance with legislation and best practice.

Budget for Knapton Parish Council

The purpose of this document is to inform Council of the current financial status of Council. To help Council form the budget for this year and assist in calculating the precept for next year

Agreed by Full Council :

Glossary of Terms

Financial Year: The financial year runs from 1st April to 31st March of the following year

Precept: The Parish Council raises money by a charge on residents. This is the precept and forms part of the residents Council Tax bill. This is calculated by Councils total income minus total expenditure. Should there be a shortfall in this figure then this is the amount the Council will request from NNDC for the precept. The short fall is the amount of money Council needs in order to perform its duties. Unlike other payments from Government this is not capped.

Anticipated Working Balance Calculation

	Amounts to date	Estimated year end balances
Balance at 1st April 2025 - Bank balance BFW	£4,603.65	£4,603.65
Receipts for 2025/2026	£13,369.94	£13,065.81
Payments for 2025/2026	£11,144.10	£10,242.00
Interim Balance	£6,829.49	£7,427.46
LESS Reserves (Anything already held in reserves)	£7,017.98	£7,017.98
Anticipated balance 31st March 2026	-£188.49	£409.48
Precept Calculation:		
Anticipated balance 1st April 2026		£409.48
ADD budgeted Receipts for 2026/2027 (not including the precept)		£0.00
MINUS budgeted Payments for 2026/2027		£10,132.00
Interim Balance		-£9,722.52
MINUS Ear Marked Reserves to be added 2026/2027		£0.00
Anticipated balance before precept		-£9,722.52
Anticipated Precept for 2026/2027		£12,000.00
Anticipated balance 31st March 2026 (General Reserves)		£2,277.48

Receipts

	Actual to date	Budget 2025/2026	Difference To date	2026/27 Budget
Precept	£10,000.00	£10,000.00	£0.00	£0.00
Recycling Credits	£101.48	£0.00	-£101.48	£0.00
Other income	£2,925.59	£0.00	-£2,925.59	£0.00
Interest	£107.87	£0.00	-£107.87	£0.00
Grants	£50.00	£0.00	-£50.00	£0.00
Allotments	£185.00	£0.00	-£185.00	£0.00
£0.00	£13,369.94	£10,000.00	-£3,369.94	£0.00

Payments

	Actual to date	Budget 2024/2025	Difference to Date	2025/26 Budget
Employment Costs	£3,183.81	£3,800.00	£616.19	£4,500.00
Administration including WFH	£278.28	£150.00	-£128.28	£260.00
Website	£335.52	£250.00	-£85.52	£300.00
Training	£0.00	£0.00	£0.00	£350.00
Subscriptions - ICO NALC	£267.38	£300.00	£32.62	£300.00
Audit	£0.00	£200.00	£200.00	£200.00
Bank Charges	£60.00	£72.00	£12.00	£72.00
Hall Hire	£68.10	£120.00	£51.90	£100.00
Insurance	£370.27	£400.00	£29.73	£450.00
Recycling	£0.00	£0.00	£0.00	£0.00
Village	£4,119.95	£50.00	-£4,069.95	£100.00
Waste Bins - Cost of Emptying	£1,538.16	£1,600.00	£61.84	£1,700.00
Events including christmas trees	£111.32	£200.00	£88.68	£300.00
Grants/Donations	£500.00	£600.00	£100.00	£500.00

	Playground	£0.00	£1,000.00		1,000.00	£0.00
	Grass Cutting	£264.00	£1,500.00		1,236.00	£1,000.00
	Allotments	£525.00	£0.00		-£525.00	£0.00
	Vat Refund	-£477.69				£0.00
£0.00	Total Receipts	£11,144.10	£10,242.00		-902.10	£10,132.00
Ear Marked Reserves for Community Projects						
Ear Marked Funds		2023/2024	2024/2025	2025/2026	Money Spent from Reserves	Current Balance Held in General Reserves
Events						
Coronation Grant, money can be used for the village		£2,500.00	-£1,592.52			£907.48
Pond Lane Road Safety						
Hall Lane		£1,500.00	£0.00			£1,500.00
Sam 2 Poles		£592.00	-£592.00			£0.00
Allotments		£760.50			-£340.00	£420.50
Parish Plan						
Clerk Sick pay to cover Locum				£100.00		£100.00
Chairmans Expenses				£50.00		£50.00
Elections		£100.00		£100.00		£200.00
Playground Upgrade and Repairs				£1,000.00		£1,000.00
Bus Shelter				£2,850.00	-£710.00	£2,140.00
Waste Bins - replacing dog bins with general waste bins						£200.00
Village Defib					£500.00	£500.00
Total		£5,352.50	-£2,184.52		-£550.00	£7,017.98
	TOTAL HELD IN EARMARKED RESERVES					£7,017.98

Band D equivalent. Last years tax base was £162.60 precept £10000 (Precept divided by the tax base gives the amount per householder per year) £61.50 (£5.13 per month). This years tax base is 166.50 so if the precept is £12000 the householder contribution will be £(£6.27 per month) which is an increase of 8p per month. if t he precept is £11000 the householder contribution is £69.01, (£5.75 per month) which is an increase of £1.64 per month per householder compared with last year

General Reserves should be 50% of expected expenditure so can be upto £5,000 to cover payments if the precept payment is delayed. JPAG (Joint Panel on Accountability and Practitioners' Guide)

The reserves need to be built up over the next 5 years so that there is sufficient in the account to adhere to the JPAG regulations

Knapton Parish Council Bank Reconciliation	
Financial Year ending 31st March 2025	
Balance Bought Forward 31/03/2024	
Unity Trust Current Account 31/03/2024	£ 497.07
Unity Trust Savings Account 31/03/2024	£ 4,106.58
Totals	£ 4,603.65
Receipts	£ 13,369.94
Payments	£ 11,144.10
	£ 6,829.49
Unrepresented Cheques	
Receipts	
Payments	
Totals	£ -
Totals	£ 6,829.49
Current Bank Balance	
Unity Trust Current Account	£ 6,374.45
Unity Instant Access Account	£ 455.04
Totals	£ 6,829.49
Difference	£ 0.00

23

70

25.02.2026



Minutes of the meeting of Knapton Parish Council held on the 2nd February 2026
8:30pm, Knapton Village Hall

The meeting of Knapton Parish Council was not quorate and, in accordance with the Council's standing orders, was therefore unable to proceed. Consequently, the meeting was not held and no business was transacted.



**Minutes of the meeting of Knapton Parish Council held on the 6th January 2026 7:30pm,
Knapton Village Hall**

Present: Cllr Austin (Chairman), Cllr Claydon, Cllr Lawton, Cllr Myhill,

Public: 17

1. **To receive Apologies for Absence.**
 - a. To consider and agree apologies for absence
All councillors were present
It was noted that Cllr Adams has resigned from 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 4th November 2025
The minutes of the meeting held on the 4th November 2025 were agreed and 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**
The council agreed to co-opt Bea Gatfield on to the council. Acceptance of office forms were completed and Cllr Gatfield joined the council
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. Bus Stop - ongoing
 - c. Playground Inspection - nothing to report
 - d. Fencing behind Tree Line, Hall Lane side of Parish Playing Field - deferred
 - e. Anglian Water Entrance to Parish Playing Field - deferred
 - f. Trees behind Wilds Way - deferred
 - g. Grit Bin Car Park - ongoing
6. **Finance**
 - a. To consider and agree the bank reconciliation of accounts
The 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 Payments and receipts
The following Payments and Receipts were agreed

PAYMENTS

Date	Payable to	Description	Amount
14.11.2025	Target Pest Solutions	Pest Control Allotments	£96.00
28.11.2025	Knapton Village Hall	Hall Hire	£13.50

25.06.2025	JLG Carpentry	Bus Shelter Mundesley Road	£2,140.00
30.11.2025	D Revell	Salary	£366.45
30.12.2025	D Revell	Salary	£366.45
RECEIPTS			
07.11.2025	Allotment Society	Rents	£185.00
20.12.2025	UK Power Networks	Wayleave	£75.59

7. Policies, Documents, Councillor Reports and Training

a. To consider and agree the Council's Safeguarding Policy
The Council considered and agreed the Safeguarding Policy

b. To consider and agree Risk Assessment Wilds Way Woodland
The Council considered and agreed the Risk Assessment for Wilds Way Woodland Area

8. Planning

a. PF/25/2755 The Brambles, High Street, Knapton
The Council agreed to No Objection or Comment regarding this planning application

9. Parish Council Matters

a. To consider and agree circulating a questionnaire regarding the playground - Deferred
b. To consider and agree relocation of the playground - Deferred
c. To receive update from Mardlewood - The representative from Mardlewood was unable to attend the meeting due to the weather

10. Events

A parishioner asked if the council would consider holding a children's event at in the Spring , possibly at Easter

This would be considered and added to the next agenda

11. 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

12. Correspondence

To consider any correspondence and agree responses thereto

a. Email received from AC regarding Parish Land regarding restrictive covenants
Along with the emails sent from the council to AC and Hansell's information was read out to those in attendance at the meeting. A notice had been placed on the noticeboard and website regarding this matter and copies of information relating to this matter are available from the Clerk

b. Emails from residents regarding new School Close resident
The council discussed the emails received and those received from outside bodies, all concerns should be addressed through the Police, but the council and District Councillor would like to be copied into all correspondence

c. Emails regarding Bus Shelter Wilds Way - Should the bus shelter at Wilds Way be replaced?

Residents raised concerns regarding the visibility of people in the proposed bus shelter, both concerning issues with Highways and child protection issues

d. Email regarding Defib Pads Village Hall - The council considered the request to reimburse the Guardian for the new pads purchased for the Defib, it was also agreed that the council commit to paying for pads in the future as it benefits the village

e. Request to place a shed on the Car Park - Subject to planning permission - the council agreed in principle to allow the Village Hall to place a shed at the edge of the Car Park

13. 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 Council along with the parishioners in attendance, discussed the concerns regarding the new resident at School Close. A member of the public said that all actions need to be directed through the correct channels and to try and educate children not to approach people that they do not know. Several residents stated that they have already raised concerns through the police but felt as though their concerns were being ignored.

County Councillor Ed Maxfield had submitted his report and this would be available on the Parish Council Website.

District Councillor Peter Neatherway spoke about the faded white lines on the roads in and around Knapton and the impending decision regarding Local Government Reorganisation

14. EXCLUSION OF THE PRESS AND PUBLIC

Exclusion of the Press and Public To resolve under the Public Bodies (Admissions to meetings) Act 1960 that the Press and Public be excluded due to items pertaining to employment and legal issues

Cllr Claydon, having not declared a pecuniary interest in the matter, nor requested a dispensation was asked to leave the meeting, Not declaring a disclosable pecuniary interest (DPI) at a parish council meeting is a serious breach of rules and a criminal offence under the [Localism Act 2011](#) in the UK.

a. To consider and agree any actions regarding Restricted Covenants

The council agreed to wait for a response from Hansell's before taking any further action on this matter

15. Date of Next Meeting

To confirm that the date of the next meeting of the Parish Council will be on 3rd March 2026, 7:30pm, Knapton Village Hall