



**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