



**Minutes of the meeting of Knapton Parish Council held on the 3rd September 2024,
7:30pm, Knapton Village Hall**

Those present: Jackie Hall, John Lawton and Zillah Austin

Public: 20 members of the Public, MOD Police, District Councillor Peter Neatherway and County Councillor Ed Maxfield

1. **To receive Apologies for Absence.**
a. To consider and agree apologies for absence
None received
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 **2nd July 2024**
Council considered and agreed the minutes of the meeting held on 2nd July 2024 and they were signed at the meeting
4. **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 - ongoing
b. Playground - Swings have been removed temporarily
c. Fencing - Pond - ongoing
5. **Finance**
a. To consider and agree the bank reconciliation of accounts
The bank reconciliation of accounts were agreed and signed at the meeting
b. To receive the budget update
The budget update was received
c. To consider taking over the grass cutting contract for Knapton Verges
Council considered and agreed not to outsource the grass cutting contract and remain with Norfolk County Council
d. To consider and agree Payments and receipts
Council considered and agreed the following payments and receipts

PAYMENTS			
Date	Payable to	Description	Amount
30.07.2024	D Revell	Salary	£297.13
12.07.2024	D Revell	Expenses	£19.27
12.07.2024	Woodpecker	Tree Works	£280.00
15.07.2024	BBT Construction	Playground Repairs	£265.00
19.07.2024	ICO	Subscription	£35.00
30.08.2024	D Revell	Salary	£297.13
25.07.2024	HMRC	Tax and National Insurance	£6.40
03.09.2024	ALS Lawns and Fencing	Grass Cutting	£264.00
03.09.2024	D Revell	Expenses - Photocopying	£10.40

RECEIPTS

30.06.2024	Unity	Interest	£27.84
------------	-------	----------	--------

6. **Policies, Documents, Councillor Reports and Training**

a. To consider and agree the Freedom of Information Model Publication Scheme Council had already agreed this document and it was signed at the meeting

7. **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

8. **Correspondence**

To consider any correspondence and agree responses thereto

a. To consider and agree where to plant trees awarded from the Woodland Trust Council agreed to do a meeting on site to agree the position of the trees

b. Email from MADRA requesting permission to use the pitch on Council's land temporarily on Sundays - Council refused this application because of the clause in the conveyance document restricting use of the land for organised games on Sundays

c. To consider and agree co-option application received by council

Council need to adopt a co-option policy and then applications would be considered

d. Email form RWE, Norfolk Offshore Wind Farm

Council agreed to put this information on their Facebook page

9. **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.

MOD Police - This item was heard earlier in the meeting so that the MOD Police could leave the meeting early. It was reported that they were still working closely with Norfolk Police and that from April 2025 their roles were being taken over by the Civil Nuclear Police

Cllr Neatherway, NNDC suggested that the council could apply for grants from RWE for improvements to the play area. He also spoke about the large number of houses that have gone up for sale on Knapton Road. Cllr Neatherway is awaiting a meeting with Highways to discuss speed reduction measures on the Knapton Road. Drainage on the street will be carried out soon

Cllr Ed Maxfield, NCC spoke about closures to the recycling centres, SEND provision and the Flooding alliance, his full report would be put on the Website and Facebook

Cllr Hall spoke about the bus stop being moved on the road to Mundesley, away from the bend, the bus stop sign is still outstanding

The Clerk wanted it noted that because of the work that needed doing investigating the history of the Old School Playing Field, Madra and Freedom of Information requests she had worked an additional 90 hours, some of this time would be offset against reducing her workload for this year, there maybe an adjustment to her hours for next year, any hours still outstanding would not be invoiced for by the Clerk

MADRA - They have secured another site to take the pressure of Knapton, it is being prepared but is not ready to use yet

Parishioners spoke about the following items;

- There appears to be a loss of bats in the area - council agreed to make enquiries
- Can the 1955 conveyance document in its original format be put on the website - Council agreed that if a digital copy of the document could be provided then it would be put on the website

- When will the land be handed back to the parishioners - Council responded that the land is available for parishioners to use at any time and that there was only two hours on a Saturday when MADRA used the land for football.
- Dogs on Parish Council land off leads - Council responded that all dogs should be on leads on their land, but it was extremely difficult to police
- Can there be a strategy for the land known as the playing field? - Council will look into creating a strategy for the land
- Play equipment - Council explained that Flagship would not agree to place play equipment on their land as there was nowhere suitable. The council were hoping to obtain grants to upgrade the existing play equipment on their land

10. **Date of Next Meeting**

To confirm that the date of the next meeting of the Parish Council will be on 5th November 2024, 7:30pm, Knapton Village Hall