

Minutes of a Meeting of Knapton Parish Council

held on Tuesday 7th February 2023 at 7.30pm in Knapton Village Hall

Present: Peter Neatherway (Chairman) Jackie Southwell-Hall (Vice Chairman)
John Lawton, Pat Lee, Nicky Page, Elizabeth Winter (LW), Dee Holroyd (Clerk)
two members of the public.

1. Apologies for Absence:

Monika Kemp, Cllr Ed Maxwell.

2. Declarations of Interest:

None

3. Cllrs Ed Maxfield and Greg Hayman:

Not present.

4. Tree maintenance on Parish Council land owned by Madra:

(Item 10 brought forward at the discretion of the Chairman)

Mark Herbert-Okey of School Close, Knapton, asked whether the council would consider either cutting down or reducing the height of the trees which grew on Parish Council-owned land at the back of his property.

These were exposed to high winds, made worse since some trees on Madra land had been felled, were in contact with overhead power lines and would cause damage if they fell. They also interfere with television reception in the property.

It was agreed that PN, PL, LW and JL would meet with Mr Herbert-Okey to assess the problem. (At the same time the Sam sign could be moved).

Mark Herbert-Okey offered to help by clearing any wood.

DH to write to cable owners, Eastern Power, to inform them of the trees proximity to their cables. The PC would photograph any other trees on their land which might become a problem.

PN asked whether the other member of the public present had any questions. There were none.

5. Minutes of the Meeting held on December 6th 2022:

These were agreed and signed by the Chairman. Proposed LW, seconded NP.

6. Matters Arising:

- a. **Funding for Knapton News:** LW had funding for one more edition. Costs were rising and LW would ask each of the four companies at

Bacton Gas to contribute an extra £50 (£250). It was important for the Knapton News to remain independent of, but be supported by, the Parish Council. NP would explore additional funding possibilities.

- b. **Event Planning - Coronation King Charles.** NP had progressed as far as she could and needed to get the application in by the end of next week. To do this NP needed date and planned events information. PN suggested she contact Doreen Joy of Mundesley PC who had obtained funding for the Jubilee.

7. **Parish Councillors Reports:**

- a. PL reported all allotments were let. PL would plant the hedging plants obtained from the Parish Council on the allotment boundary
- b. JL reported one call to the Knapton Angels
- c. LW, PN and PL had had a good meeting with Anglia Water who had agreed to make good the verges in Hall Lane and The Street damaged during their mains drains installation. Anglian Water would repair the pothole at the bottom of The Street. The Parish Council would create a path to the right hand gate of the play area over the existing surface. JL reported some rubbish left by the AW pumping station. He would check to see whether it had been removed.
- d. JSH reported mud on Station Road. PL confirmed this would be cleaned.

8. **Financial Report:**

A bank reconciliation had been circulated, showing a current credit balance of £4,031.95. Cash book had also been circulated. Payment since the last meeting had been;

- £87.54 Play Inspection (inc VAT)
- £86.40 Norfolk Parish Training (Parish Councillors training)
- £45.00 English Peonies (wreath for Mr Puncher – lifelong village resident)
- £81.00 Knapton Village Hall (rent)
- £178.15 Clerk/office

Appointment of Internal Auditor: It was agreed that DH would approach one of the two auditors whose details had been received from Norfolk PTS with a view to the Council appointing one of them to do the audit this year.

9. Possible purchase two Coronation benches:

It was felt that these were too expensive to consider.

10. Madra Committee report: see further down the page.

11. Tree Maintenance: had been covered earlier in the meeting.

12. Possible setting up of under 5`s and parent group:

Adjourned to the June meeting as MK was not present.

13. Nomination Papers for 4th May elections:

All councillors would step down in May prior to local elections being held. The clerk gave each councillor willing to stand again Nomination Papers. Each councillor required a proposer and seconder. PN asked that they find those from outside the Parish Council. Councillors would return with the completed forms at the next meeting (March 7th) for signature and witnessing. The clerk would take the papers to NNDC on 22nd March for approval.

The clerk would advertise the vacancies and the coming election.

14. Any Other Business: PN suggested the Coronation celebrations could be run on a similar theme to the Jubilee. PN had approached the Fete and Village Hall Committees to join forces. A member of the PPC had also helped with Jubilee planning. JSH very kindly agreed to chair the event planning and would contact those she had contacted for the very successful wine and cheese evening. PN and LW would support JSH in putting together a structured plan by Friday 10th February, which NP could use to obtain funding. NP would look at costings with the two committees involved.

It was agreed that Sunday should be the day for barbeque, bar and band in the church. On Monday a village litter pick could be arranged.

PN reported that the PC had been given a gazebo. It was agreed that this should be passed on to the Fete Committee.

15. Madra - Committee Report *(item 9 on the Agenda)*

The KPC MADRA Committee, which was set up by the council to consider various complaints and issues raised by members of the public, presented their initial report.

It circulated a letter from Wanderlust Camping to NNDC Planning asking to site up to 5 caravans/pods or tented camping on MADRA land from

5/08/23 to 03/09/23. NNDC had responded that it had no objections. It also circulated a draft letter to the Chairman of MADRA advising that KPC, as part of the due process of considering various complaints and concerns of local residents was asking for, among other things, copies of their accounts, formal lease between MADRA and the Bar Club House, safety certificates, deeds of conveyance, and minutes of the AGMs held in the last four years.

It noted that KPC have not had a representative on the MADRA Committee for a few years which is something that KPC want to re-establish. The letter also questioned the right of caravans to be permanently parked on MADRA land and the extended use of MADRA as a caravan site from the end of March, when there was no planning agreement or licence, and which would impact the intended use of MADRA as a sports ground. There was also a problem with gates being locked, preventing parents from safely collecting children from the site. Parish Councillors would consider whether to approve the letter for sending.

The Committee also circulated a letter to Cllr Gregory Hayman NNDC asking him why he had not consulted with Knapton PC when he received planning application IB/23/0081, and asked for any further planning matters received to be discussed with the Knapton PC.

Date of next meeting: Tuesday 7th March.

The meeting closed at 9.40pm