**Minutes of a Meeting of Knapton Parish Council held in**

**Knapton Village Hall at 7.30pm on Tuesday 7th March 2023**

Present: Peter Neatherway (Chairman), Jackie Southwell (Vice Chairman), John Lawton, Pat Lee, Nicky Page, Elizabeth Winter (LW), Dee Holroyd (Clerk), Ed Maxfield (NCC).

1. Apologies for Absence: Monika Kemp
2. Declarations of Interest: None
3. Cllr Ed Maxfield reported:

The County Deal consultation and the County Council budget were the things I was going to highlight – I think I have circulated emails previously on those topics but the main headline from the council budget is that NCCs share of our bills will rise by 4.99% and that they have avoided real headline grabbing cuts to services. There are some changes to the mobile library service which I have emailed about previously and to the recycling centre opening times which I will highlight in my next monthly report.

EM agreed to look into funding for a bus stop on the B1145 opposite Wild`s Way due to safety concerns form children and adults leaving the bus at this point. Tables were suggested as a method of slowing traffic entering Hall Lane from the B1145 which might negate the need for redesigning the junction, and at the junction of Wild`s Way onto School Close. Funding could be investigated.

1. Minutes of the Meeting held on Tuesday 7th February:

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

1. Matters Arising:

It was hoped that a tree inspection could be carried out by an NNDC tree inspector.

1. Parish Councillor’s Reports:
* PL reported that the trees and hedges received from NNDC had been planted
* JL recorded no calls to the Knapton Angels
* NP was pleased that the Parish Council had received a positive e mail from Pete Miller regarding the newly formed football club, combining Bacton and Gimingham to be called MADRA FC, which will play at MADRA, having signed a new constitution with approval of Norfolk FA and relevant football leagues.
* The MADRA Committee confirmed that the three letters to the Charity Commission and to the Chairman and Treasurer of MADRA would be sent out on Monday 13th March
* LW reported that she was in touch with Charlotte Wellington of Anglia Water, who would contact her about repairs to banks and verges in Knapton once the weather improved.
1. Financial Report:
The cash book and bank reconciliation had been circulated showing a current credit balance of £4,139. No payments had been made during the month of February. £186 cash was received, raised from donations for trees.
Internal Auditor: Two names had been received by the Parish Council. It was agreed that Sonja Blythe be appointed to do the internal audit for the year 2022-23.
2. Coronation Celebrations

NP has applied for funding through the National Lottery Community Fund, neither NP nor DH have had any correspondence requesting additional information. Decisions can take up to 12 weeks, NP will contact them at the 6 week point to see if any decisions have been made. Priority for funding is given to applicants with least income, so we should be in a good position to be accepted, we have met all the qualifying criteria.

JS is getting quotes for Cakes and Bread Rolls, and asked what would happen if funding was not successful. NP suggested that anything which does not require to be bought in advance should not be purchased until funding was known to be in place. The cost of food could be recuperated by selling at cost, which would still be good value for money. The same could go for the Coronation Mugs. The Band and Children's entertainer

are the two main costs which we would not be able to recuperate. total £470. This was less than had been allocated in the KPC budget.  In this case, the PC would ask to share costs with the Fete Committee.

The schedule of events for the Coronation weekend was discussed.  A children`s party with entertainer, would be held in the Village Hall.  Band and barbeque would be in the church and the beacon would be lit.

1. Norfolk PTS or NALC: currently Knapton PC subscribed to Norfolk PTS (£67.50). NALC (subscription not finalised yet but about £100) were a larger organisation and would offer mentoring for one year to a newly appointed clerk. This was a valuable service. NPTS offered excellent training courses. It was agreed that for one year Knapton PC would subscribe to both.
2. Purchase new flag and flagpole:
It was not necessary to purchase a special Coronation flag. A new flagpole would cost about £300 but was not needed yet. Existing bunting could be used.
3. Completion of Nomination Papers for May 4th election:
Completed forms were handed to the clerk, who would take them to NNDC.
4. New signpost for the path to Mundesley:
PN had a sign and he and PL agreed to put it up.
5. Any Other Business:

NP confirmed that, following a Planning Training event, all Planning Applications must go onto the Agenda for discussion at a PC meeting. If the expiry date was after the meeting NNDC could be asked for an extension. The PC needs to see all planning applications, and our District Councillor should keep us informed. Currently only those for structural or building were submitted to the PC. This does not include change of use.

NP referred to the real advantages of having a Neighbourhood Plan in regard to seeing all planning applications including those for change of use. Norfolk PTS were holding a seminar on 16th March on the preparation and advantages of having a Neighbourhood Plan. Cost £48 for subscribers.

JH would compose a letter to Sarah Price of NCC Highways to ask for the procedure enabling the PC to place one or two sitting/trail benches in Green Lane.

Date of Next Meeting: Tuesday 9th May

The meeting closed at 9.05pm