

# MINUTES

## An Annual Meeting of the Council

Held in Knapton Village Hall on 7<sup>th</sup> May 2019  
following the Annual Parish Meeting at 7.00pm

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### Present:

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Alan Young: Chairman (AY), Pat Lee,(PL), Peter Neatherway (PN) Andrew Claydon (AC) Dee Holroyd (Clerk). Public: Denise Black, David Bishop-Laggett, John Lawton, Liz Winter, Georgina Neatherway, Chris Heath, Alison and David Glaze,

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### 1. Apologies for Absence:

Peter Kaye

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### 2. Approval of Minutes

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The Minutes of the meeting held on 2<sup>nd</sup> April were approved. Proposed PL, seconded AC, and signed by the Chairman.

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### 3. Parish Council Elections

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Peter Kaye had resigned from the Council after thirteen years` service. The co-option of three new members of the Parish Council took place:

- David Bishop-Laggett (DBL)
- Denise Black (DB)
- John Lawton (JL)

Co-option and Acceptance of Office Forms were signed. Register of Interests forms handed out.

Alan Young stood down as Chairman and proposed Peter Neatherway as new Chairman, seconded Andrew Claydon. Peter Neatherway took the chair and promised to do his best to keep everyone happy. He welcomed the new Councillors to the Parish Council and invited them to introduce themselves.

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### 4. Matters Arising

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PL reported that whilst it was certain that there had been a footpath running along the south side of the B1145 from the Millennium Field to Knapton Green, this could not be found. It was believed that it had been incorporated in the road widening which took place many years ago. Alison Glaze, a Knapton resident, agreed to look on old ordinance survey maps to see whether it was shown. It could be that there was an obligation on the part of Victory Housing Trust to enable access.

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## Finance: Audit and Cash Book

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1. A report had been given at the Annual Parish Meeting.
2. Cheques were signed for £400 (insurance premium) £183.15 (clerk and office) and £800 (ALS Lawns and Fencing – work on playground equipment).
3. Audit and Cash book were signed by the Chairman, the Clerk and Parish Councillor (J).

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## Purchase of Defibrillator

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The Fete Committee would fund this (about £2500). The Village Hall Committee were happy for it to be sited on the east wall of the hall; power was available via the Ladies Cloakroom. The annual running cost of approximate £7 would be met by the Village Hall Committee. Annual maintenance cost of £135 (Community Heartbeat Trust) to be met by the Parish Council. It was hoped the defibrillator could be in place by the end of June. A local First Responder had been approached about holding training courses. An announcement would go in the Knapton News. Good signage should be in place.

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## Installation of new Playground Equipment:

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NNDC Grants of £11,817 had been received. Equipment had been donated, restored and placed on the playground. This was currently fenced off. It was agreed that:

1. Until restoration was complete the entire play area should be fenced off
2. New fencing would be very costly. Fencing had originally been installed to keep dogs off the play area. Dogs should not be on the field. Installation of a dog bin near the area was suggested, but might encourage people to bring dogs on. JL would research regulation re playground fencing, to see whether a low, dog proof fence, was acceptable. It was agreed that the gate for Hall Lane could be locked if there was concern about children getting onto the road.
3. PL believed that the slide could be refurbished. Costs would be considerably less than for a new slide. A surrounding mound might have to be installed.
4. ROSPA charges for inspection increased substantially if not completed by the end of June. PN therefore press for a six week time scale for the work.

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## Proposed re-naming of School Close

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To go on the June Agenda. A suggestion was made of Robinson Loke after Mrs Robinson, who had given so generously to the village

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## Correspondence received

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Had been circulated.

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## Any other business

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- 1) PL said mowing of the path to Mundesley was being continued (already agreed). It was hoped that footfall would eventually remove the need for cutting.
- 2) DB raised the question of individual responsibilities of Parish Councillors and after a discussion the following has been agreed:
  - M.A.D.R.A. Andrew Claydon

- Allotments Pat Lee
- Planning Alan Young
- Millennium Field & Victory Housing David Bishop-Laggett
- Gas Site John Lawton
- Footpaths Denise Black

\*Village Website PN and JL to discuss further

The meeting closed briefly to allow Georgina Neatherway, Knapton resident, to take on the role of Police Liaison as this falls within her remit of Neighbourhood Watch Co-ordinator.

- 3) \*AY asked that a suitable gift be given to Peter Kaye in recognition of his long service to the Parish Council. Peter was responsible for the website for many years.

\*Action: AY to discuss with Almerinda Kaye

The meeting closed at 9.35pm.

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### Next Meeting

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4<sup>th</sup> June, 7.30pm – Village Hall