

Minutes of a Meeting of Knapton Parish Council held in Knapton Village Hall at 7.00pm on Tuesday 4th April 2023

Present: Peter Netherway (Chairman), Jackie Southwell (Vice Chairman), John Lawton, Elizabeth Winter (LW), Dee Holroyd (Clerk)

1. **Apologies for Absence:** Monika Kemp, Ed Maxfield.
2. **Declarations of Interest:** None
3. **Cllr Ed Maxfield report:** EW was not present but had sent his report, which had been circulated. EM had offered to help towards any progress on the re-shaping of the junction at Hall Lane, The Street and the B1145. Tables in Hall Lane or at the junction of School Close and Wild's way had been suggested but were almost certainly not going to happen due to very high cost.
4. **Minutes of the Meeting held on Tuesday 7th March:**
The minutes were agreed and signed by the Chairman. Proposed LW, seconded JS.
5. **Matters Arising:**
 - **New sign for path to Mundesley:** had been put up, but a more distinct and higher sign would be better. Mundesley PC to be contacted about putting a sign at the Mundesley end of the path
 - **Subscription to NALC:** would be £86.03 for the coming year. The PC had previously agreed to this.
 - **Coronation Funding:** Funding of £2,250 been confirmed by the National Lottery Community Fund
 - **Tree Inspection:** This was also raised. DH to contact NNDC to discover if an inspector would be available.
6. **Parish Councillors Reports:**

JS and LW reported the new flag had been ordered. JS was in contact with various people about the Coronation weekend events, food etc. Posters had been created and would be put on large boards in different locations around the village and the programme for the weekend was in the Knapton News. LW reminded the meeting that 'Songs of Praise' would be held at 4.00pm on Sunday 7th in the church and any hymn requests should be sent to her. So far there had been no objection from the Diocese to the removal of nine pews, all of which were spoken for. Arrangement would have to be put in place to move these prior to the event.

LW had been in touch with Anglia Water who have been back to Knapton to put various bits of verge damage right. The playground entrance would be dealt with in the summer. LW had been contacted about a damaged bank in Pond Lane and had suggested the person should contact AW direct.

LW reported funding in place for Knapton News was only sufficient for one 8-page edition. LW would apply for grant of £300 from each of the four Gas Site companies.
7. **Playground Inspection:** PN had completed an inspection. A small hole, previously repaired, had appeared again in the plastic slide. This may have to be replaced. DH would check whether insurance would cover this. PN would continue to do the inspections until another councillor was in place.
8. **New Post for Sam2 machine in Pond Lane:** Now that approval had been received for the reduction of the speed limit on Pond Lane, a post could be put up with a machine set at 60mph, which would allow collection of date to determine whether a Sam2 was needed. It was agreed to delay installation until it might be proved necessary. It was also suggested that the Sam2 be moved every two weeks instead of monthly to give more coverage.
9. **The MADRA – Committee Report:** PN and JS had had a discussion with Mr & Mrs Graham Quinton, currently running the MADRA. Three ways forward were discussed and all agreed that option 3 set out below, should be followed:
The MADRA continues as is until the end of August, whilst entering a Legally binding transition period from 1st May 2023 until 31st August 2023.
 - a) Discussion would need to be held with the Charity Commission regarding the acceptability of a transition period, and agreement reached as to how it could be implemented.

- b) The Parish Council would have to ensure that all activities carried out by the MADRA are legal and above board from the moment that the Transition Period is entered into. All information, existing agreements with the MADRA and banking details would have to be shared openly by the MADRA.
- c) Camping and caravan activities could only continue if the correct planning and licence was in place to allow this.
- d) NNDC and Wanderlust would also need to be made aware of the transition and impending planned change.

This would appear to be the only option which would allow the Parish Council and others to plan and manage a transition from the current MADRA officials to a new, elected Committee/Trustee setup, as required by the original MADRA setup document.

Under this scenario, the Parish Council would cease to have any control of, or responsibility for the MADRA once the transition is concluded, other than to have a representative on the MADRA Committee, as it is legally entitled to do.

- 10. Quotation for Mowing and Playground Maintenance:** to be discussed at the May meeting once more quotations have been received.
- 11. Purchase/erection of sitting benches for Green Lane:** A resident has acquired several railway sleepers and is storing them temporarily. Agreement with the landowner had been reached. Positions need to be agreed.
- 12. Purchase of a new dog waste bin for Gren Lane:** Cost about £100, emptying costs about £180 pa was agreed, to be sited next to the framed map. Proposed LW, seconded JL.
- 13. Financial Report: Approval of November Budget:** The cash book and bank reconciliation had been circulated showing a current credit balance of £4,015 and were signed by the Chairman, the RFO and a PC member. Payments during March were:
 - a. Norfolk PTS £67.50 subscription
 - b. Norfolk PTS £48.00 training
 - c. D C Holroyd £381.19 February and March salaries, office expenses
 - d. Unity Trust Bank £18.00 fee

The Budget for 2022-2023 was formally agreed, proposed JS, seconded LW

- 14. Any other business:** None
- 15. Date of Village and Parish Council Annual Meetings:** Tuesday 9th May at 6.30 pm

The meeting closed at 9.02pm.