

Knapton Parish Council

Minutes of the ordinary meeting held on Tuesday 6 Dec 2005 in the Village Hall.

Present: Alan Young (in the Chair) 2 Members of the Public.
David Ross
Norman Dodd
Karen Herbert-Okey
Peter Kaye
David Spencer

1. Apologies

Anne-Marie Coe

2. Declarations of Interest

None.

3. Minutes:

David Ross proposed that the minutes of the last Ordinary Meeting of Knapton Parish Council held on 4 Oct 2005, constituted a true and correct record. Peter Kaye seconded and it was unanimously agreed. The Chairman initialled and signed these minutes.

4. Matters Arising

(a) Highway signs

David Spencer spoke about some of the streets areas in the village not having street signs, in particular Green Lane and Robinsons Loke. The Chairman asked the Clerk to update the Parish Council on his recent experience regarding signage. The Clerk explained that the NNDC budget for supply and repair of street signs was currently in the red. NNDC are now asking Councils such as Knapton to fund the purchase of these signs. Had we to purchase the one in Pond Lane, it would have cost up to £100. David agreed to look into possibly creating these ourselves and would report back.

Action: David Spencer

(b) Millennium garden

The Clerk stated that the last reply he had received from canvassed village clubs was that either some support be given by the Allotment Committee, or the Council would have to pay someone to undertake the upkeep of this area. Karen Herbert-Okey undertook to do some sounding out and would report back.

Action: Karen Herbert-Okey

(c) **Bus Shelter**

Karen Herbert-Okey reminded the council that after the Nelson Celebrations the remnants of the Bus Shelter should have been removed to MADRA for the bonfire. This did not happen straight away, and Karen asked that in future we must clear up after an event. The Chairman agreed and thanked Karen for her timely reminder.

(d) **Notice board**

This had been carried over from the last meeting. It was agreed a board as prominent as the one in Trunch would suit us fine. However the cost is substantial at around £500. The Chairman suggested some self help would be in order. He stated that he would make the structure in metal and asked if someone else could support the community by providing some glass panels for the. Karen Herbert-Okey said that she would approach Mark to see if this was possible.

Action: Chairman and Karen Herbert-Okey

5. Finance

(a) **Statement**

The Clerk outlined the current financial situation which was now looking a lot healthier after the major expenditure during the first part of this year. The Clerk stated he had transferred the sum of £1,000 into the deposit account, ready for the major expenditures during the early part of 2006.

(b) **Expenses**

The Vice Chairman – David Ross, had incurred some expense in the preparation and running of this event, and asked that he be reimbursed. It was Proposed by Karen Herbert-Okey and Seconded by Peter Kaye, that a sum of £30 be paid. This was carried.

6. Planning

Nil.

7. Correspondence

The Clerk stated that he had received some comprehensive forms on Core Strategies and Local Development planning. In view of their comprehensive nature, it was decided to hold an extraordinary meeting on Tues 13th Dec at 1930, where these forms would be discussed.

Action: Whole Council

8. Village Matters

The Clerk stated he attended the Society of Local Council Clerks (SLCC), course in Thetford. The topics covered are *Reducing anti-social behaviour, How risky is your Council business.*

The Clerk gave a comprehensive update on actions such being passed to Parish Council regarding the control of graffiti, dog littering, control of tipping and abandoned cars.

(a) **Allotments**

Two Members of the Allotment Committee along with Norman Dodd presented a Draft Tenancy Agreement to the Parish Council. This was discussed at length. It was proposed by Norman Dodd and seconded by Peter Kaye that this agreement be accepted, and will now be implemented for all new allotment holders. Next year (October 2006) it would be implemented for existing allotment holders as well. This was carried unanimously. The Chairman thanked the Allotment Committee and Norman Dodd for their efforts in bringing about a satisfactory solution to what had been a problem for some time.

(b) **Annual return**

The Annual return was sent to the Audit Commission in Oct. However, the accounts had not been audited due to some figures on the return differing from those submitted by the previous Clerk in 2004. The Clerk was working with others to rectify this. It is hoped that these discrepancies can be sorted out and the return made again in the New Year.

9. Reports:

(a) **Pigneys Wood**

David Ross reported that some new planting had taken place, and that work was being carried out on the riverside path. NNDC had been approached with a view to having an officially designated cark park with appropriate signs.

David Ross also stated the general state of the footpaths were good since the new contract.

(b) **MADRA**

David Ross stated that some money had reportedly been recovered by the committee, and things were now improving. The Motorbike Rally would be held again next year in June.

10. Date of next meeting and agenda items

Next meeting to be held on Tues 3 January 2006, at 1930 in the Village Hall.

Signed _____

Chairman