

Knapton Parish Council

Minutes of the **Annual General Meeting** held on Tuesday 3 July 2007 in the Village Hall at 7.30 pm.

Present: Alan Young (in the Chair)
Peter Kaye
Karen Herbert-Okey
Norman Dodd
Sally Dodd
Bea Gatfield
7 members of the public.
Graham Jones NNDC
Wyndham Northam NCC

1. Apologies

Clyte Venvell.

2. Register of Interests

The Parish Clerk reported that he had received all the completed registration documents and these would be forwarded to NNDC in due course.

3. Election of Chairman of the Parish Council

The Parish Clerk took the chair and asked if there were any nominations for the position of Chairman of the Knapton Parish Council. Peter Kaye proposed Alan Young and this was seconded by Norman Dodd. This proposal was carried unanimously. Alan Young then took the chair.

4. Election of Vice Chairman of the Parish Council

The Chairman asked for nomination for the position of Vice Chairman of Knapton Parish Council. Alan Young proposed Peter Kaye and this was seconded by Sally Dodd. This proposal was carried unanimously.

5. Minutes of the last meeting

The Clerk read the minutes of the last meeting held on June 5th 2007. Norman Dodd proposed that the represented a true record of events and this was seconded by Karen Herbert-Okey. This proposal was carried.

6. Adoption of the May 2007 Code of Conduct

The Clerk stated that the document had been circulated to all Councillors after the recent election results were known. The Chairman asked for a formal proposal that this code be adopted. It was proposed by Beau Gatfield and seconded by Peter Kay that these be adopted by Knapton Parish Council. This was carried by a unanimous vote in favour.

7. Appoint of representatives

After discussion the following Council responsibilities were allocated:

Footpaths & Website	Norman Dodd
Village Hall	Bea Gatfield
Planning & Pygneys Wood	Peter Kaye
Homewatch	Sally Dodd
Police liaison	Karen Herbert-Okey
TBD	Clyte Venvell

After general discussion it was proposed by Sally Dodd and seconded by Karen Herbert-Okey that maximum effort be applied to clearing up the Millennium Garden on Sat 7 July at 1000 – weather permitting. This was unanimously agreed.

8. Annual Financial Report

The Parish Clerk being the RFO referred everyone present to the copies of the latest financial report which had been distributed.

In summary, due to being careful again this year with the spend; Knapton Parish Council currently has £791.19 in the current account and £3,804.95 in the Deposit Account.

It was proposed Peter Kaye and seconded by Bea Gatfield that the accounts be accepted. This was carried unanimously; the Chairman signed the accounts on behalf of the Council.

9. Items for next agenda

Norman and Sally Dodd updated those present on some aspects of training for councillors and had come across NCAPTC set of model Standing Orders and asked that is be brought up at the next meeting in September.

District and County Council update

Our County Councillor (Wyndham Northam) was asked about the proposed Bacton gas plant by-pass. It was agreed that the village should have a representative on the local

committee for the plant, in particular to be warned of any emergency that might arise. Councillor Northam will look into this possibility.

Graham Jones our District Councillor outlined some plans for the recycling of food waste, which we will get to know more about in the near future.

There being no further business to discuss the meeting was closed at 9 pm.

Signed _____

Alan Young (Chairman Knapton Parish Council)