

## **Knapton Parish Council**

Minutes of the Annual General Meeting held on Tuesday 6 May 2008 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  
Clyte Venvell  
5 members of the public.  
Graham Jones NNDC

### **1. Apologies**

None.

### **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. Clyte Venvell proposed Peter Kaye, but Peter Kaye declined to stand. Peter Kaye however proposed Alan Young and this was seconded by Norman Dodd. This proposal was carried with one abstention. 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. Sally Dodd proposed Peter Kaye and this was seconded by Karen Herbert-Okey This proposal was carried unanimously.

### **5. Minutes of the last meeting**

The Clerk read the minutes of the last meeting held in April 2008. Clyte Venvell reminded that Parish Clerk that circulation list should be distributed to all prior to the meeting. The Clerk replied that his was true but this was an AGM and not an ordinary meeting thus the agenda was somewhat different. He would however amend the last minutes to reflect this procedure. With this included Peter Kaye proposed that this represented a true record of events and this was seconded by Bea Gatfield. This proposal was carried.

## **6. Parish Matters**

### **Bus Shelter**

The Chairman updated the council on the progress with this. In short a site visit had been organised and shortly will have to decide where the stop is located. The Chairman outlined several options and this was discussed.

### **Notice board**

The Chairman apologised for not getting this erected, the item is complete and just requires a working party to erect on site.

### **Car Park**

A discussion took place regarding the use of the Village Hall Car Park, as it was becoming more of a 'public car-park'. This area which is administered by the Village Hall Management Committee had not received any complaints. However, it might be prudent to place a barrier back up. The Village Hall Committee will be contacted.

## **7. Appoint of representatives**

After discussion the Council responsibilities were allocated as follows:

Footpaths & Website	Norman Dodd
Village Hall & Compost POC	Bea Gatfield
Planning & Pygneys Wood	Peter Kaye
Allotments & MADRA	Sally Dodd
Police liaison & Homewatch	Karen Herbert-Okey
Griffon Area Partnership	Clyte Venvell

## **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 prudent spending over the past three years, even though a little more had been spend in the past financial year we had managed to keep the Precept the same. Knapton Parish Council currently has £849.69 in the current account and £3,110.67 in the Deposit Account.

It was proposed Clyde Venvell and seconded by Sally Dodd that the accounts be accepted. This was carried unanimously; the Chairman signed the accounts on behalf of the Council.

The bill for Dog Bins £152.75, Newsletter Expenses £114 were agreed. The Clerk stated that the annual inspection of the playground equipment by ROSPA would be carried out in June.

## **9. Items for next agenda**

Bus shelter, Car Park, Millennium Field, Parish Land behind MADRA.

District Council update:

Councillor Graham Jones distributed the following report for circulation:

Transport [or the lack of it] is a serious issue for all six parishes in my ward [to varying degrees] and I am campaigning to get some improvements, It is a very complex multi-layered issue involving many partners and vital for the most vulnerable in the community. I am slowly building up n understanding of the system but it is going to take time to find possible solutions. It is a problem that is common to most rural areas. I have cut and pasted various snippets from my notes which should give you some indications of what is happening.

I have had a meeting with Paul Gray of the North Walsham Community Transport Association which was interesting at a local level and there are lots of further things to examine as a result.

NWACTA are for example, also dealing with Stalham, Holt and part of Sheringham schemes. They currently have a revenue shortfall of some £22,000. The County gives them £33,000 towards their £100,000 budget and fares and [now unavailable] lottery funding makes up the rest or rather doesn't! Of the five parish councils in my area only Trunch makes a donation towards the scheme [£100].

The proposed "Flexi bus" scheme is not being funded by the County Council despite a good submission by NWACTA.

There are a number of local schemes operated by the Association:

Dial a ride: There is a need to book the journey a day in advance [which can be a disincentive] and it only operates on a Thursday for Knapton with a journey to and from North Walsham with just two hours in the town. It is very user friendly and they will for example ferry people to and from Sainsbury's once they arrive in North Walsham. They are considering increasing this service to include a Tuesday and this is likely to happen. The cost from Knapton is £2.10 return. There are some very good leaflets on this scheme.

Medic ride: This is a scheme using voluntary drivers [in their own cars] who will take people for medical appointments. Knapton to Mundesley costs £4.50 return and it is considerably cheaper than taxis. Volunteers are paid 40p a mile for their provision.

Accessible Transport: use the buses to transport an MS group based on Sheringham

Smallborough Disabled group: use the minibus to transport blind and partially sighted people. They are actually based on Stalham.

Because of a considerable amount of "down -time" the buses can be privately hired out and this provides a useful cross subsidy.

Largely because of lack of funding, they have an under use of their 3 vehicles which needs to be addressed. In general, the scheme is a basic minimum provision at a local level. They are trying to meet basic needs but struggle with a lack of resources that would enable them to expand their provision. The services provided are under used and suffers from an image problem in that it is regarded as a service for the "elderly and disabled" when it is, in fact, available to anyone. Having to book ahead [by 1 pm the previous day] and the very limited service, also acts as a deterrent to service usage. I am also not sure how many people in Knapton are aware of the scheme. It is used on a regular basis by 4 or 5 residents from Blacksmith Close sheltered accommodation in Trunch

largely because one or two of the residents are proactive in making people aware.

I have spoken to Daniel Yellop who is Transport Co-ordinator at the County. The County Council is responsible for ensuring and co-ordinating the commercial transport provision. Daniel has kindly agreed to come to a meeting of the Parish Councils in my ward [and possibly parishioners] during week commencing 9th June. There are a great many issues that need to be addressed here and they are of a county wide nature. At a micro level, we can address with him how we can make a minimum commercial provision and how we can address the generally held view that the service is run "for the benefit of Sanders Coaches and not potential customers". It is for example unfortunate that the service will not enter Gimingham village leaving potential users with a walk of up to a mile to the bus stop which is fine if you are fit and able, if not hard luck!

To produce the community strategy it was essential that local people were consulted to be able to identify the district's main issues and consequently the

During 2005 public consultation took place and the main issues for North Norfolk were identified which covered affordable housing, the local economy (local jobs and training provision), leisure and recreational facilities for young people, In my role as a Director of the Griffon Area Partnership I was asked to represent them at a meeting of the project team for "Active Travel" which was held at Hanworth Village Hall on 23` April. I was really impressed at the work they are doing and agreed to act as the Councils representative on the project.

Below is a resume of what has been happening, which I find exciting, and has wide spread implications across the whole area but especially in rural areas suffering social depravation.

Actively being considered are routes restricted to walkers, cyclists and wheelchairs in the following areas:

Ingham to Stalham Southrepps  
Letheringsett to High Kelling  
Cromer to Sheringham  
North Walsham to Mundesley  
Three Rivers Way [Potter Higham to Hoveton]

The following is an account of how the project came about and where it has now reached. It should be of interest to all members but particularly to those in rural isolated areas.

North Norfolk Community Partnership was established in response to the 2000 Local Government Act which placed a duty on Local Authorities to produce a community strategy. This strategy had to identify the key issues for the district in order that an action plan could be drawn up to address the areas of concern. The emphasis was to be on improving the quality of life for local people.

Although the duty was placed on the Local Authority to produce the strategy - in our case, North Norfolk District Council - clearly, because of the broad view being taken by the strategy, there would be issues raised that were outside of the services provided by the Council, therefore it would be necessary to work in partnership with other local agencies and service providers in order to be able to address the issues raised.

The North Norfolk Community Partnership is made up of representatives from North Norfolk District Council, Norfolk County Council, the private and voluntary sectors, the PCT, Learning and Skills providers and local communities through the Local Area Partnerships.

In each consultation workshop held in the district at that time, transportation issues were raised, accessibility to services / rural and social deprivation, and the desire to see improved provision for people to walk or cycle to nearby service/social hubs.

This was discussed with partners and it was soon evident that a fresh look at this provision could offer widespread benefits to local people and contribute to almost all of the main issues raised - and directly offer improvements to the quality of life of people in the district.

In order to make a difference, the following criteria were included at the heart of the project:

routes had to be accessible for people of all ages, young families, wheelchairs and mobility vehicles (particularly due to our aging population in North Norfolk)

routes had to be pleasant to use in order to encourage usage (and would encompass biodiversity, education, arts and heritage themes)

routes had to be complete in order to take people to key services (no partial routes)

local people had to be involved in the identification of routes and their development in order to ensure they would be what people wanted and to ensure as far as we can that they would be used - we recognised the complexity of the project and potential costs.

It was clear this was certainly a project that would need strong partnership working. It was felt the project could offer the following benefits:

Benefits to the economy through tourism, supporting local services, shops and amenities from outlying areas, helping provide a healthy workforce and next generation by encouraging children to walk/cycle to school - cutting down on the school run, better access to work/training facilities without the need to run a car

Help address rural and social deprivation - not everyone can afford to run a car and some family members may be without transport during the day

Benefits to health for all ages by making healthy choices easier to make, encouraging regular daily exercise through utility walking/cycling as well as for leisure and recreation, through helping tackle childhood obesity and by using the routes for referrals for depressive illnesses/recovery from illness

Benefits to the environment by helping to reduce the number of car journeys for short distances, helping people to learn more about their local environment and appreciate it more, improved access to, and promotion of, local nature reserves/parks or areas of interest (including through good signage on the routes and linking with other paths/networks), promotion of biodiversity through enhanced planting where appropriate and 'green corridors' Encouraging volunteering where people can learn new skills

Benefits to the arts and heritage through interesting signage, sculptures, seating, willow-weaving shelters etc where appropriate

What has been done so far?

A core partnership project team was formed and funding was agreed in Jan 2007 by the North Norfolk Community Partnership Board to back the project and undertake the research - identify routes, establish the feasibility and costings, and identify a pilot scheme. The funding will

currently cover this work and look to have one scheme ready for implementation by December 2008.

During last summer, desk research carried out by some UEA MSc Environmental Students - included looking at demographical information, locations of service centres and GIS to look at the district and establish potential route locations.

The project team undertook public consultation/workshops across the district to talk to people about their findings and ask for their views on where it would be useful to have paths so that they could tap into local knowledge and enthusiasm.

A number of routes were identified and it was evident that there was very strong community support for some of the routes and some local groups had already identified a desire to develop routes themselves, often through village plans.

The project team met in July to discuss the findings in order to identify a pilot scheme but it was clear that more in-depth costings, feasibility and identification of exact routes and landowner issues would need to be established before one pilot was backed.

It was also clear that the top six routes were all diverse in nature and offered scope for matching to specific external funders according to the particular funders' criteria. This meant that there was potential to bring even more external funding into the district which maximizes and multiplies the funds available and potentially offers a good return on the investment made through this first stage of the project.

It was also decided that we could achieve far more by working with the individual communities in the locations identified to help develop and champion the routes.

It made sense to use project money to fund feasibility studies all the top 6 routes' particularly because Norfolk County Council agreed to meet over half the costs!

This meant that the project team would be in a much better position by the end and have the information that was needed to make funding applications and offered the project good value for money.

Fay Sheldon has been contracted to help identify and co-ordinate and list of potential external funders while all the other work has been going on.

Fay and Jane (and now Julie) have been working with the community groups.

Tina Wegg, who is the part time co-coordinator of this project, is away for the next 4 weeks but I would be happy respond to any queries that Members may have. There being no further business to discuss the meeting was closed at 9 p The next ordinary meeting of Kanpton Parish Council will be held on Tues 3rd June at 1930.

Signed \_\_\_\_\_