

## **Knapton Parish Council**

Minutes of the Meeting held on Tuesday 3 March, 2009, in the Village Hall at 7.30 pm.

Present: Alan Young (in the Chair), Karen Herbert-Okey, Sally Dodd  
Norman Dodd, Peter Kaye, Clyde Vennell.

6 Members of the public, plus Councillor Graham Jones.

**1. Apologies:** Nil.

**2. Declaration of Interests**

Norman and Sally Dodd (MADRA, Allotments and Newsletter), Peter Kaye (Pigneys Wood) and Karen Herbert-Okey (Police Liaison and Homewatch).

**3. Minutes of last meeting:**

The Chairman opened the meeting and welcomed all present, it was good to see so many faces in the Village Hall.

After having read the minutes of the last meeting, it was proposed by Sally Dodd and seconded by Clyde Vennell that the minutes of the meeting held on 3 of February 2009, constituted a fair and accurate record and were carried. The Chairman signed the minutes accordingly.

The Clerk state that he would like to go on record and thank Peter Kaye for standing in for him at the last meeting and looking after things whilst he was away. The Chairman endorsed these sentiments and thanked Peter Kaye for services rendered on behalf of the Council.

**4. Matters arising:**

**Griffon Area Partnership (GAP)**

Several months ago Councillors had asked to find out more of the working of GAP, so our representative (Clyde Vennell) asked for Mike Jones the Manager to come along and give the Council a presentation on the workings of GAP.

Mike gave a very enlightening presentation of how GAP was funded, the current projects supported and the work being planned for the future. Our District Councillor – Graham Jones praised the work being done and the support given by the Parish Councils in the local area.

Mike Jones then took and answered questions from the floor.

The Chairman thanked Mike for his interesting presentation and for making himself available, it was really appreciated by all on Knapton Parish Council.

**Grant Funding**

Peter Kay stated this was still work in progress and he would update the council at the next meeting.

## **Freedom of Information Act**

Knapton Parish Council along with all Councils has to comply with act. We have taken guidance from NNDC as to what should be put in place. It was proposed by Clyte Venvell that we make a disclosure on the Website and repeat this on the Village Notice board. This was seconded by Sally Dodd and carried.

**Action:** Parish Clerk

## **Churchyard**

It was noted that the PCC had formulated an action plan, and would encourage all Village Organisations to become involved in fundraising activities. The Clerk also stated that he had taken action on some literature that had been passed to him from the Vicar, and really needed to establish the ownership of the War Memorial in the church yard. The Clerk stated that it should be established just who would continue with seeking the funding for the restoration of the stone work. It was agreed that the Clerk should consult the Vicar and report back.

**Action:** Parish Clerk

## **New Councillor**

The Clerk stated that he had been verbally informed that an election need not take place, but we were awaiting written confirmation of this along with Authority to Co-opt onto the Parish Council. Currently we have 2 interested parties, so the Council will call these people for interview in due course. It is thought we should be in a position to do this at the next meeting of the Parish Council in April.

**Action:** Parish Clerk

## **Village Notice Board**

The Clerk stated that whilst we had a good smart notice board it did have a design fault! Even during dry weather it got topped up with water, making the notices unreadable and soaked the Clerk each time he opened the doors! Peter Kaye agreed that some modifications needed to be carried out. The Chairman would look at this in due course.

**Action:** Chairman and Karen Herbert-Okey

## **Village Sign**

Peter Kaye stated he had contacted Mr Cooper to obtain a quote to undertake this work. He had visited and stated that it needed some warm weather to dry out and then he could undertake the work for around £120 – dependent upon the cost of the gold leaf which was currently very volatile. It was proposed by Clyte Venvell, and seconded by Peter Kay that a sum of up to £150 be spent on this project. This was carried unanimously.

**Action:** Peter Kaye

## **Bank Signatory change**

The Clerk informed the council that he could not obtain a balance statement from Lloyds TSB without being a signatory. This was confirmed by the Chairman after he had discussed this with the manager. It was proposed by Clyte Venvell that for the purpose of obtaining a statement only, the Clerk should be made a signatory to the bank account. This was seconded by Peter Kaye and carried unanimously.

**Action:** Parish Clerk

## 5. Financial Report

The Clerks remuneration was agreed, and the bank accounts reflect the following:

	£'s	
<b><u>Current A/c (592113) bal 3.03.2009</u></b>	<b><u>1772.98</u></b>	Details provided by Lloyds TSB on 3.02.2009
<u>Cheques for presentation:</u>		
No 302	111.57	Clerk's remuneration for Feb.
<b><u>Current A/c bal after payments:</u></b>	<b><u>1661.41</u></b>	
<b><u>Deposit A/c (7270928) bal 3.03.2009</u></b>	<b><u>3329.75</u></b>	Details provided by Lloyds TSB on 3.03.2009
<b><u>Total cash balances 3.03.2009</u></b>	<b><u>4991.16</u></b>	

## 6. Planning

Nothing to report.

## 7. Correspondence

Currently in circulation.

## 8. Village Matters:

### Pot Holes & Litter

It had been noted by Clyde Venvell that currently the road was bad outside Whitehall Farm, and also along the Mundesley Road. The Chairman stated that the back drains were causing a problem in Hall Lane. The Clerk stated he would make some phone calls.

**Action:** Parish Clerk

### Cutting of hedges

The hedges on the roadside in Swafield were in need of trimming. It was not sure just whose responsibility it was, ie the owner of the land or the local authority. Graham Jones took an action to establish whose responsibility it was.

**Action:** Graham Jones

## **9. Reports:**

### **GAP (Clyte Venvell)**

Clyte brought the council up to date on the happenings at GAP and drew the Councils attention to the Action Plan put forward by GAP. Clyte stated that she thought the presentation by Mike Jones was good and painted a clear picture as to what GAP on was all about.

### **Pigneys Wood**

Peter Kaye reported that they were well into the second phase of grant funding. The Trustees were attending a First Aid course and also a Presentation was being given in Norwich shortly on the work being carried out in the Wood.

The Chairman reported that there were problems in getting funding for Trees in the village, and NNDC would prefer planting in Woods.

### **MADRA**

Norman and Sally Dodd announced that they were standing down from their roles at MADRA with effect from the AGM in April. The Chairmen stated that he was sad to hear this but understood their reasons. He thanked them both for all the hours of good work that they had put in to their respective roles in this important village asset. They will certainly be a hard act to follow. The Council endorsed the Chairman's statement.

### **Councillor Graham Jones NNDC:**

Graham reported on the latest happenings at NNDC. The budget had been agreed and the Council Tax demands would soon be sent out to householders. It was revealed that NNDC realise around £1.5 M from Car Parking in the area. Graham recommended the purchase of season tickets, they are good value.

## **10. Items for the next agenda:**

Election of New Councillor, Sewerage, Village Plan

There being no further business the meeting adjourned at 9.20 pm.

The next meeting will be on Tuesday, April 7 at 7.30 pm.

Signed \_\_\_\_\_

Alan Young (Chairman of Knapton Parish Council)