

**Minutes of an Annual Knapton Parish Meeting held on Tuesday 7th May 2013
in Knapton Village Hall at 7.00pm**

Present: Knapton Parish Council Members: John East (Chairman) Mary Allen David Bishop-Laggett, Bea Gatfield, Peter Kaye, Patrick Lee, Alan Young, Dee Holroyd (Clerk). Nine members of the public. The meeting was chaired by John East.

- 1. Minutes of the previous Parish Meeting held on 1st May 2012:** had been signed and were distributed to members of the public.
- 2. Matters arising:** PL asked who was responsible for upkeep of the footpaths. Highways would cut them but only on request.
- 3. Address by the Chairman of the Parish Council:** JE welcomed people to the Annual Parish Meeting. He told them that during the year the PC had discussed the Millennium Field, the footpath to Mundesley and the village hall. The PC had agreed to continue the lease of land to Madra subject to certain conditions. Speeding lorries through the village had reduced. A resident reported speeding lorries in Hall Lane. JE asked if these could be identified, so the companies involved could be contacted. The police had offered to place a speed gun in Knapton if needed. .
- 4. Report on the Village Fete, Madra, Pigneys Wood, Knapton News and the Allotments:** (i) The Fete: David Glaze thanked John Kemp and Linda Risebrow who had put so much hard work into the running of the fete. In 2012 it had made £856 in with donations from Bacton Gas Site and Cargill Farms of £700 and expenses of £485. No requests for funding had been received. The fete accounts were not audited but were available for anyone who wished to see them. The only foreseeable extra expense this year was the purchase of new flags.

DG had planned to ask for help with the fete at the Parish Meeting, but there were not many people present. The fete was now run by a group rather than a committee and there were no plans to modernise the way it was run. Church Farm was unavailable this year due to building work, so it would be held at Knapton Hall , by kind permission of Carol and Steve Kingston. (ii) Madra: DBL reported that the caravans would return in August. They caused no problems and generated an income for Madra. DBL had asked for an AGM to be held by Madra. They had done some work on the playground. A question was asked about chickens on the playing field. These were believed to have escaped from a neighbouring garden. (iii) Pigneys Wood: Peter Kaye had written a report which was circulated. They were now concentrating on education and would welcome any voluntary assistance with children aged 13 to 18 visiting Pigneys. (iv) Knapton News: Tricia Doidge is no longer living in Knapton but was happy to continue with the Knapton News unless anyone else wanted to do it. Bacton Gas Terminal have offered to print one edition on a trial basis and Shell UK Ltd would fund printing for the next two years. TD thanked all the people who delivered the News and especially Karen Herbert-Okey and Norman Dodd. Norman sadly does not feel well enough to continue and more volunteers were needed to cover Hall Lane. All copy for the next edition of the Knapton News please by 20th May. (v) Allotments: PL reported only one vacant allotment. He thanked BG for her hard work, the result of which was the allotments were running happily.

5. **Financial Report:** Spending in 2012-13 had remained very much the same as in the previous year (5328). Income was 4732 with a balance of 3930 brought forward. This left a credit balance of 3333 with the precept still to be paid. Accounts were available for inspection.
6. **Public questions:** There were no questions.
7. **Any Other Business.** There being no other business, the meeting closed at 7.30pm.

**Minutes of Knapton Parish Council Annual General Meeting held on
Tuesday 2nd May 2013 following the
Parish Village Meeting at 7.30 pm**

Present: Knapton Parish Council members as for the Village Meeting.

- 1. Apologies for Absence:** Graham Jones, PCSO Fathalla
- 2. Election of Chairman and officers of the Parish Council:** JE asked for nominations for chairman. David Bishop-Laggett was proposed by PK and seconded by MA. Vice-chairman Alan Young, proposed JE, seconded PK. Representative from the PC remained the same except PL took over from BG on allotments. DBL took the chair.
- 3. Minutes of the AGM held on May 1st 2012:** Were agreed, proposed PL seconded AY. There were no matters arising.
- 4. Budget and Audit:** The audit had been prepared and was signed by the Chairman and the RFO (Dee Holroyd). Accounts were signed by DBL and DH. The budget was circulated and showed an anticipated surplus of income over expenditure of 648. This would give a credit balance at April 2014 of 3981.
- 5. Any other business:** There being no other business the meeting closed at 7.50pm.

**Minutes of a meeting of Knapton Parish Council held on Tuesday 2nd May
2013 following the AGM**

Present: Knapton PC members as AGM.

- 1. Apologies for Absence:** As AGM.
- 2. Minutes of the meeting held on 2nd April 2013:** to be signed at the next meeting.
- 3. Matters Arising:** (i) The footpath to Mundesley. DC had e mailed Pat Spencer telling her she has the full support of the Parish Council for any input on the footpath. This would be put in letter form. (ii) Madra Lease: PL asked for a copy of the NALC recommendations for the lease. JE would forward these to DH. New bark laid in the play area and a broken piece of equipment had been replaced. (iii) Land at Mundesley: DH had received confirmation from the Land Registry that the land was not registered. PL to work with Nick Holroyd to locate the deeds. PK said information might be available on line.
- 4. Finance/Accounts to pay:** Two cheques were signed for insurance and the clerk.
- 5. Correspondence:** (i) Planning Applications had been circulated to the PC . (ii) A note on funding from NNDC would be circulated. (iii) The chairman read a letter from Mrs K Hall expressing concern on the Millennium Field proposed development. He explained that until Victory Housing had put in for planning permission there was nothing the PC could do. BG suggested any letters concerning the above be kept together to use later when planning permission was sought.
- 6. Planning Applications:** PK reported that previously one person had taken responsibility for visiting affected residents and getting their views. This had worked well and he offered to take responsibility for this again. His offer was gratefully accepted.

- 7. Any other business:** (i) A presentation to John Kemp and Linda Risebrow was to be made by the current Fete group. JE suggested the PC make a donation to this and £50 was unanimously agreed. (ii) AY told the meeting that he had been told at a recent Bacton Gas site meeting that during the recent cold weather Bacton had supplied fifty percent of the country`s gas. (iii) The clerk produced an Energy Box, supplied by NNDC. DBL would look through the box and decide on a suitable place to keep it.
- 8. Date of next meeting:** Tuesday 4th June.
There being no other business, the Meeting closed at 8.25pm.