

Walcott Parish Council

Meadowcroft, 40 Cromer Road, Mundesley-On-Sea, Norfolk, NR11 8DB

Telephone: 07900 957888 Email: Clerk@walcott-pc.org.uk

Chairman: Pauline Porter Clerk: D Revell

13th January 2025

Dear Sir/Madam

You are hereby summoned to attend the **Parish Council Meeting** of Walcott Parish Council to be held at the **Coastline Village Hall** on **20th January 2025, 7:00pm**, for the purpose of transacting the business listed on the agenda below.

Yours faithfully

Denise Revell

AGENDA

1. **To receive Apologies for Absence.**
 - 1.1 To consider and agree apologies for absence
2. **Declarations of Interest and requests for dispensations**
 - 2.1 To consider and agree declarations of interest and requests for dispensations
3. **Minutes of previous meetings**
 - 3.1 To agree and sign the minutes of the Ordinary Council Meeting held on the **18th November 2024**
4. **Chairman's Report**
5. **Public Participation Time**

The meeting will be adjourned for a period of 15 minutes) to allow Members of the Public to speak, to receive District and County Councillors reports and any Councillors with prejudicial interests to speak.

Note that only items on this Agenda are to be discussed – for any other item/ subject please contact the Clerk in writing for submission at a future meeting.
6. **Matters arising from previous meetings**

To report on progress on items from previous meetings. No decisions may be taken

 - 6.1 or the rear of Bacton gates, ongoing
 - 6.2 TRO - ongoing
 - 6.3 Additional Drains - ongoing
 - 6.3 Levelling Footpath to the Lighthouse

- 6.4 Traffic Cones - to be ordered in the Spring
- 6.5 Dog waste bin at the Crescent needs replacing or repairing
- 6.6 Microsoft 365 Account
- 6.7 Noticeboard repairs

7. **Planning**

To consider and agree responses to planning applications and received updates

8. **Finance**

- 8.1 To consider and agree the bank reconciliation of accounts
- 8.2 To receive the budget update
- 8.3 To consider and agree the Payments and Receipts

9. **Policies, Documents, Communications and Training**

- 9.1 To consider and agree the Council's Document Retention Policy
- 9.2 To consider and agree Flood Wardens
- 9.3 To consider and agree Community Resilience
- 9.4 To consider and agree Councillor responsibilities

10. **Events**

- 10.1 To consider and agree the date for the Christmas light switch on 2025
- 10.2 To consider and agree arrangements for the Summer Event

11. **To report any other business**

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council

12. **Correspondence**

To consider any correspondence and agree responses thereto

- 12.1 Email from Happisburgh Parish Council regarding Happisburgh Crossroads

13. **Exclusion of the press and public**

Exclusion of the Press and Public To resolve under the Public Bodies (Admission to Meetings) Act 1960 that the Press and Public be excluded due items pertaining to employment and legal issues,

- 13.1 To note the appraisal for the Clerk has been carried out
- 13.2 To consider and agree additional member of the Employment committee

14. **Date of Next Meeting**

To confirm that the date of the next meeting of the Parish Council will be on 17th March 2025