

Walcott Parish Council

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Chairman: Pauline Porter

Parish Clerk/RFO: Denise Revell

Minutes of the Parish Council Meeting of Walcott Parish Council held at Walcott Village Hall on **18th May 2026 at 8:00pm**

Present: Cllr Lee, Cllr Love, Cllr McCarthy, Cllr Paul, Cllr K Porter, Cllr P Porter (Chairman) and Cllr Withington

Public: 2

1. Election of Chairman

The council elected Cllr P Porter as Chairman of the Council

2. Election of Vice Chairman

The council elected Cllr Paul as Vice Chairman of the Council

3. To receive Apologies for Absence.

3.1 To consider and agree apologies for absence

Cllr French sent his apologies due to being unwell. The Council discussed the request and agreed to grant Cllr French a six-month leave of absence

4. Declarations of Interest and requests for dispensations

4.1 To consider and agree declarations of interest and requests for dispensations

None received

5. Minutes of previous meetings

5.1 To agree and sign the minutes of the Ordinary Council Meeting held on the **16th March 2026**

The minutes of the meeting held on the 16th March 2026 were agreed and signed at the meeting

6. Chairman's Report

As Chair of Walcott Parish Council, I am pleased to present my report for the year.

The year began with the Walcott Fun Day hosted by Walcott Parish Council. My thanks go to all Councillors who helped organise the event and to those who attended and supported the day.

On 5 September, together with several fellow Councillors, I completed First Aid training. This was extremely worthwhile and provided valuable knowledge and skills which may prove beneficial within our community.

Throughout the year I attended a number of meetings and events on behalf of the Parish Council, including:

- 18 September 2025 – Bacton Terminal Meeting
- 16 October 2025 – Coastal Transition Meeting
- 19 November 2025 – Memorial for Roy and Maria
- 25 November 2025 – Meeting with Marnix De Vriend
- 4 December 2025 – Chair Networking Meeting

- 11 December 2025 – Coastwise Options Meeting
- 8 January 2026 – A public meeting to discuss the Precept
- 19 March 2026 – Coastal Transition Meeting
- 24 March 2026 – Meeting with RWE and Wenn Evans
- 16 April 2026 – Coastwise Meeting

Unfortunately, I was unable to attend the Christmas Lights Switch-On on 29 November 2025, but I am assured that Nigel Adams did a splendid job and that the event was greatly enjoyed by all who attended.

On 11 March 2026, it was a pleasure to attend the opening of Andrews Way and to see Tony Andrews recognised for his many years of dedicated service to Walcott as Senior Flood Warden. It was a fitting tribute to his commitment to the community.

On 12 March 2026, together with two colleagues, I undertook HR training. The training proved invaluable and highlighted areas where the Parish Council would benefit from introducing additional policies and procedures.

Finally, on 16 May, I attended the Annual Plant Sale, which raises funds for the Broadland First Responders. It was wonderful to see such strong community support for an excellent cause.

As I'm sure you are aware Nigel Adams is retiring this year so I purchased a card and a bottle of gin on behalf of the parish council as a small token of our appreciation.

I would like to thank all Councillors, staff, volunteers, and residents for their continued support and commitment throughout the year.

7. 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.

County Councillor Lucy Shires discussed Local Government Reorganisation and the upcoming TRO proposals, she would contact Highways and request a timescale for the works to be carried out.

8. Matters arising from previous meetings

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

8.1 TRO - ongoing

8.2 Additional Drains - due to be installed 23rd September

8.3 Levelling Footpath to the Lighthouse - Cllr Love is looking into this matter

9. Planning

None received

10. Finance

10.1 To consider and agree the bank reconciliation of accounts

The bank reconciliation of accounts was agreed at the meeting

10.2 To receive the budget update

The budget update was noted

10.3 To consider and agree the internal auditors report

The internal auditor's report was accepted

10.4 To consider, agree and sign the AGAR

The AGAR was agreed and signed at the meeting

10.5 To consider and agree the dates for the Public Right to Inspect

The dates for the Public Right to Inspect were agreed

10.6 To consider and agree any donation requests received

The council agreed to donate £200 to Broadland First Responders

10.7 To consider and agree the Payments and Receipts

The following payments and receipts were agreed

PAYMENTS			
Date	Payable to	Description	Amount
18.05.2026	D Revell	Expenses	£17.28
18.05.2026	P Porter	Gift	£29.69
25.03.2026	D Revell	Salary	£407.15
25.04.2026	D Revell	Salary	£413.55
RECEIPTS			
27.04.2026	NNDC	Precept	£12,054.50

10.8 To consider and agree applying for Section 106 monies

The Clerk will make enquiries regarding the provision of a footpath from Coastline Village to the Coast Road

10.9 To consider and agree purchasing Dog Signs

Cllr P Porter will liaise with the District Council regarding signs

11. Policies, Documents, Communications and Training

11.1 To consider and Agree the Council's Sickness and Absence Policy

11.2 To consider and Agree the Council's Employment Grievance Policy

11.3 To consider and Agree the Council's Disciplinary Policy

11.4 To consider and Agree the Council's Equal Opportunities Policy

11.5 To consider and Agree the Council's Health and Safety Policy

11.6 To agree the members of the Employment Committee

All of the policies listed were deferred to the next meeting

12. Events

12.1 To receive an update on the arrangements for the Summer Event

The Council discussed arrangements for the Summer Event, a Facebook post would be put out for more stall holders and entertainment

13. Administration

13.1 Generator Service Record

Awaiting report to be submitted to the Council

13.2 Notice Board Refurbishment

The Notice Board Refurbishment is ongoing

13.3 Bins

Cllr Love will liaise with the clerk

14. To report any other business

The Clerk will collect the Brass plaque from the engravers

Cllr P Porter gave a note of thanks to Cllr Withington for being Vice Chairman over the last few years

The Future Fund Committee were to work as a working group and could only make recommendations to the Council, they are still writing up their scope of works and other documents.

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

15. Correspondence

To consider any correspondence and agree responses thereto

16. Date of Next Meeting

To confirm that the date of the next meeting of the Parish Council will be on 20th July 2026, 7:15pm, Walcott Village Hall

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