

# WALCOTT PARISH COUNCIL

## Minutes of the Ordinary Meeting of the Walcott Parish Council

held on Monday 15<sup>th</sup> July 2019 in the Coastline Village Hall

Present: G French, E Hardy, J Howell, T Love, P McCarthy, K Porter, P Porter (Chairman), J Ransom;

In attendance: (part-time) Cllrs C Stockton (NNDC) and E Seward (NCC) and four members of the public.

1. The Chairman welcomed all those present. Apologies were received from J Husselbee.
2. Declarations of interest - none
3. The minutes of the Annual Parish Meeting and the First Meeting of the Council held on Monday 13th May 2019 were approved, proposer TL, all agreed and signed.

#### 4. Matters arising

4.1 NCC; highways matters – the Clerk had been advised by NCC that the parish partnership scheme would again be available this year, the advice letter being placed on circulation.

4.2 NCC; footpaths – nil further, but EH raised his concern that a route to the Lighthouse PH was not wheelchair friendly.

4.3 Village sign restoration/location – PMcC presented a proposal for a new sign made in GRP but modernising the existing elements, and members asked her to proceed to a finished design with quotation which the Council could then approve.

*The meeting was adjourned for public comment and the Van Ord liaison officers introduced themselves and advised how householders would be kept informed and welcomed visitors to their 'info centre' which would be in situ until early September. They issued their recent leaflets and recognised that the timescale for grant applications from the project was very short. Cllr ES (NCC) advised that resource pressures meant that the 'drains' works would be on hold until after the sandscaping project. In open discussion there was concern about access to the village for wheelchairs along Ostend Road when the lower apron becomes unusable. The meeting heard of an offer to restore the existing village sign which was received favourably by the meeting.*

4.4 NNDC issues - (car parking) - the working party and Clerk had held meetings with NNDC to further the project with NNDC indicating their wish to partner the parish in the project.

(sandscaping) – the recent meeting indicated that the sandscaping delivery would be speedier by using a larger vessel.

#### 5. Planning - no business

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## 6. Finance

6.1 Finance report - the Clerk reported that the exemption certificate had been submitted to the External Auditor and the requisite information had been posted on the Council's website in accordance with the 'Transparency' rules. The elector's rights notice had been placed on notice boards. Income items: Allotment income (£180) had been paid into the bank. He would write back into the accounts the unrepresented (£60) cheque from 2016. The latest bank statements were initialled.

6.2 To consider matters arising from the Internal Audit – the Clerk had circulated the report to members and addressed the six items for consideration in its summary, with actions planned for risk assessment, budget additions, and allotment records. The Council would need to appoint a new Internal Auditor.

6.3 The following payments due were approved en bloc, all agreed:

- Norfolk ALC, training	£72.00	(cheque 0200)
- Norfolk PTS, training	£38.40	(0201)
- HMRC, paye	£179.60	(0202)
- NNDC, annual report printing	£47.60	(0203)
- St La Haye, expenses (car park design)	£611.46	(0205)
- Came & Co, insurance premium	£394.07	(0206)

(The Council agreed to select a slightly lower insurance premium, with its 3-year commitment.)

Clerk's pay (Jun, Jul) (£257.41, £257.61) SO's

The cheques were signed. (cheque 0204 not used)

## 7. Council business

7.1 To consider the location of a gas site commemorative bench – the Council discussed locations and agreed that near the newly re-opened toilets was a suitable location. The Clerk would ascertain if this was possible/agreeable to NNDC and advise Shell. The design would be as the 'Neville – postie' seat.

7.2 To consider issues on the coast road, including speeding and overnight parking – the Council discussed the issues and while no decision was taken the Clerk would ask NCC about high season parking restriction orders in respect of overnight and large vehicles.

## 8. Reports

8.1 Clerk's report – the Annual Report had been prepared and distributed with thanks to PMcC. Training was reviewed and a shared training offer on Sept 12<sup>th</sup> from Thorpe Market advised.

8.2 Member's reports (inc. for village developments/projects) –

JR asked about signs on the apron becoming worn.

JR asked about the checking of parish assets.

GF advised that defibrillator was becoming unserviceable due to excessive rusting- item for next agenda.

With no other business the meeting closed at 21.40

Signed: ..... Chairman

Date: ..... September 2019