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

held on Monday 18th November 2019 in the **Kingfisher Café, Walcott**

Present: G French, K Porter, E Hardy, T Love, P Porter (Chairman), J Ransom and three members of the public.

1. The Chairman welcomed all those present. Apologies were received from J Husselbee, P McCarthy, J Howell, Cllr E Seward (NCC) and Cllr C Stockton (NNDC).

2. Declarations of interest - none

3. The minutes of the Ordinary Meeting of the Council held on Monday 16th September 2019 were approved, proposer GF, all agreed and signed.

4. Matters arising

 4.1 NCC; highways matters – nil further

 4.2 NCC; footpaths -nil further

 4.3 Village sign/new seat – the sign item was deferred and the licence had been obtained for the seat location; Shell’s contractor had been asked to supply insurance info to NNDC as a condition of works.

 4.4 NNDC issues, the Clerk was trying to arrange a meeting with NNDC to receive an up an update on their progress on car parking; the Chair and Clerk would actively seek progress with the NNDC. The Clerk had asked NNDC to replace the dog bin at Ostend Gap, which had now been done.

5. Planning - Vikings, Poplar Drive, new conservatory/porch (19/1909) – the Council had no objection.

6. Finance

 6.1 Finance Report/risk assessment; the second half precept had been received, INCOME Item: £4363; the latest bank statements were presented and initialled. A request for financial support had been received from the NNCT and CAB (January meeting item). Following the discussion on Risk Assessment at the last meeting the Clerk had updated the analysis and advised the Council this could now be placed on file.

6.2 Review of budgets for 2019-2020 and 2020-2021 – these had been circulated to members and following discussion were accepted, subject to the precept decision (next item).

 6.3 To determine the Council’s precept for 2020-2021; the Clerk confirmed that there was no NNDC grant element for next year so the Council discussed the appropriate response to this and following a proposal from TL to limit the increase to 4% set the precept at £8285, all agreed. The Demand was signed.

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 6.4 The following payments due were approved, proposer KP, all agreed:

 - CVRA, hall hire £70.00 (cheque 0212)

- NALC, training fee £72.00 (0213)

- NNDC, licence £50.00 (0214)

- Information Commissioner, registration £40.00 (0215)

- NNDC, dog bin replacement £175.00 (0216)

- NNDC, election 2019 £147.84 (0217)

 - Clerk’s pay (Oct, Nov) £257.62, £257.41 SO’s

 The cheques were signed.

*The meeting was adjourned for public participation and with concern that the groynes were reappearing the meeting understood that this was in hand with Van Ord. The responsibility of the owner of the pond was discussed and it was suggested volunteers could carry out maintenance/cleaning by negotiation. The meeting resumed.*

7. Council business

7.1 To consider a protocol for agreeing co-option when a vacancy on the Council arises (no election) – PP led the discussion and options were muted; the Council were minded to formalise the process so the Clerk was asked to prepare a procedure (that would allow information sharing before a decision) with an ‘easy’/undaunting’ application form, for presentation at the next meeting.

8. Reports

 8.1 Clerk’s report – the Clerk read the reports from Shell UK, Cllr E Seward (NCC) and an update on affordable housing from NNDC.

 8.2 Member’s reports (inc recommendations for village developments/projects) –

 PP advised the Council that the licensee at the Lighthouse PH had changed. She and the Clerk would visit to ensure the generator ‘practice’ was being observed.

With no other business the meeting closed at 20.15.

Signed: ................................... Chairman Date: ............ January 2020