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

held on **Monday 16th March 2020** in the **Coastline Village Hall, Ostend**

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

 In attendance: Cllr E Seward (NCC) p/t time and three members of the public

1. The Chairman welcomed all those present. Apologies were received from G French and P McCarthy.

2. Declarations of interest – TL in respect of item 5.2, as applicant.

3. The minutes of the Ordinary Meeting of the Council held on Monday 20th January 2020 were approved, proposer KP, all agreed and signed.

*The meeting was adjourned to hear from Dr Geoff Smith (Specto Natura) on the effect of the sandscaping on the coastline – he explained that he was undertaking a study for Coastal Partnership East into the feasibility of satellite imaging to determine how the coastline profile changes. Satellite images can be taken daily and an accurate picture of change in the sand/beach profile established. The Council, in discussion, appreciated the potential of a regular audit of how Walcott’ beach was altering and asked the Clerk to write to NNDC to support the need for this type of information to be placed in the public domain. The Chair thanked Dr Smith for his presentation.*

*Cllr ES (NCC) talked about a renewed parish council in Witton/Ridlington, highways improvements, emergency resilience planning, council tax and the proposed boundary changes for NCC in 2021. The meeting resumed.*

4. Matters arising

 4.1 NCC; highways matters – nil further

 4.2 NCC; footpaths, inc shore path improvements – nil further

 4.3 Village sign – item deferred

 4.4 NNDC issues – nil further

5. Planning

 5.1 Summerholme, Coast Road, two storey rear ext (19/2021) – this application had been withdrawn.

5.2 Chimneys Farm, Ostend Road, new potato store (notification 20/0481) – the Council had no objection.

6. Finance

 6.1 Finance Report – the Clerk advised that he had sent a holding letter to the Village Hall sec/chair and had received a request for funding from Musical Keys, Barrington Farm, which he would acknowledge. The current bank statement was initialled. The Clerk presented a Standing Order change letter for the bank to reconcile the standing orders with the payslips, which was signed. He sought the Council’s view regarding repairs to the coast Road defibrillator, which would wait for input from GF and the next agenda.

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 6.2 To appoint Roger Canwell as the Council’s Internal Auditor – the Clerk explained the need to appoint a new Internal Auditor and this was agreed by the Council – the Clerk would advise Mr Canwell.

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

 - NNCT grant £100.00 (cheque 0220)

- CAB grant £200.00 (0221)

- Seal & Shore Watch, grant £100.00 (0222)

- HMRC,paye payment £179.60 (0223)

- Clerk’s expenses (Sep-Mar) £173.28 (0224)

- Norfolk PTS, subscription £82.85 (0225)

- Clerk’s pay (Feb, Mar) £257.61, £257.61 SO’s

The cheques were signed.

7. Reports

 7.1 Clerk’s report - the Clerk gave the next scheduled meeting date as May 18th commencing at 7.00 pm with the Annual Parish Meeting followed by the Annual Meeting of the Council. However these may be subject to change. (leave arrangements) – the Clerk gave his leave dates and asked the Council to allow one week of unused holiday in 2019-20 to be used later in 2020 as per his contract, which was agreed. He read the Shell report.

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

PP – talked about her plans to produce of cards for volunteers to place though their neighbour’s door to offer free collection of shopping or other help during the current emergency. The Council indicated its support for small costs incurred to be covered by the Council.

JH asked that the Council consider again the need to support the Village Hall in their fund raising bid.

TL raised the lack of progress on the car park project.

With no other business the meeting closed at 20.40.

Signed: ................................... Chairman Date: ............ May 2020