

Walcott Parish Council

Minutes of the Ordinary Meeting of the Walcott Parish Council held on Monday 21st March 2022 at 7:00pm in the Coffee Shop, Lighthouse Inn, Coast Road, Walcott, NR12 OPE

Present: T Love (in the Chair), P Mills, J Ransom and S Mansfield.

Members of the public: - 2

Clerk: Mrs D Revell

Due to the absence of the Chairman, Cllr **S Mansfield** proposed the motion Cllr **P Mills** seconded the motion and council agreed to appoint Cllr **T Love** to chair the meeting.

1. Apologies for absence

Cllr **P Porter**, Cllr **K Porter**, Cllr **S Byham**, Cllr **Withington** gave their apologies and the reasons for absence were accepted by the council.

2. Declarations of interest and requests for dispensation

Cllr **T Love** declared an interest in item 7.1 and was given a dispensation to speak and vote

3. Minutes of previous meeting

Cllr **J Ransom** proposed to move the motion. Members **AGREED** the minutes of the Ordinary Meeting of the Council held on the 17th January 2022. The minutes were signed at the meeting.

The minutes of the council meeting held on the 15th November 2021 were signed at the meeting

4. Chairman's report

Nothing to report

5. Public Participation time

Clive Stockton gave his apologies and County and District Council reports were received from Lucy Shires

A member of the public raised concerns about the works being carried out behind Helena Road and Lucy Shires said that the relevant bodies were aware and investigating. A discussion was held about the parking issues for Walcott Seafront, the matter is being investigated with the help of Lucy Shires and contact will be made with relevant parties, should council go ahead with the feasibility study with Highways then Lucy Shires said she would pay £4000 out of her budget to help with the cost.

6. Matters Arising from previous meetings

6.1 Council thanked Walcott Village Hall, Walcott Stores, Kingfisher Cafe, Walcott Chalet Park, Nelsons Patch and the Lighthouse Inn for their donations towards the Christmas Tree Lights

- 6.2 Council welcomed Cllr Byham and S Mansfield to the council
- 6.3 The new village sign has been ordered and should arrive in about 6 weeks time
- 6.4 The Facebook page for Walcott Parish Council is up and running
- 6.5 The 'No Overnight Parking' sign is being chased by council with the help of Lucy Shires
- 6.6 The collapsed ditch on the Coast Road is being investigated by Highways with the help of Lucy Shires
- 6.7 The hatched markings at Walcott Gap have been repainted
- 6.8 County Council have agreed to provide a bin at Walcott Church and Walcott Parish Council will pay for the emptying

7. Planning

7.1 To consider and agree the Allotment lease and consider any actions

Cllr **s Mansfield** proposed the motion and the new allotment lease for tenants was **AGREED**. It was also **AGREED** that the person who currently manages the running of the allotments continues to do so

7.2 To consider and agree the date for the Annual Parish Meeting

Cllr **T Love** proposed the motion, Cllr **P Mills** seconded the motion and it was **AGREED** hold the Annual Parish Meeting on the 16th May 2022 at 7pm

7.3 To consider and agree applying to NNDC for a licence to place an additional bench on the seafront

Cllr **T Love** proposed the motion, Cllr **P Mills** seconded the motion and council **AGREED** to apply to NNDC for a licence to place a new bench for the seafront once funds have been secured to pay for the new bench

8. Finance

8.1 To consider and agree bank reconciliation of accounts

Cllr **T Love** proposed the motion and it was **AGREED** to accept the bank Reconciliation of accounts, these were signed at the meeting

8.2 To consider and agree Payments and receipts

Cllr **P Mills** proposed the motion, Cllr **S Mansfield** seconded the motion and the payments and receipts were **AGREED**

8.3 To consider and agree appointing the internal auditor

Cllr **T Love** proposed the motion, Cllr **P Mills** seconded the motion and it was **AGREED** to appoint the internal auditor

8.4 To consider and agree having an extra signatory for the bank account

Cllr **S Mansfield** proposed the motion, Cllr **J Ransom** seconded the proposal and It was **AGREED** to add two extra signatories to the bank account

8.5 To consider and agree the pay increase for the clerk

This item was deferred to the next meeting

8.6 To consider and agree the annual subscription to Norfolk Parish Training and Support

Cllr **T Love** proposed the motion, Cllr **P Mills** seconded the motion and council **AGREED** the pay the subscription to Norfolk Parish Training and Support

8.7 To consider and agree making a donation to Walcott Village Hall committee towards their Queen's Platinum Jubilee Celebrations

Cllr **S Mansfield** proposed the motion, Cllr **J Ransom** seconded the motion and members **AGREED** to make a donation of £50.00 to Walcott Village Hall

9. Policies, Documents, Communication and Training

9.1 To sign the Scheme of Delegation Policy

The previously agreed Policy was signed at the meeting

9.2 To consider and agree the procedure in respect of planning matters

Cllr **J Ransom** proposed the motion, Cllr **P Mills** seconded the motion The Procedure for Planning matters was **AGREED** and signed

9.3 To consider and agree The Risk Assessment for the Council

Cllr **P Mills** proposed the motion, Cllr **J Ransom** seconded the motion and it was **AGREED** to adopt the Risk Assessment for Council

9.4 To consider and agree the Freedom of Information Policy

Cllr **P Mills** proposed the motion, Cllr **J Ransom** seconded the motion and it was **AGREED** to adopt the Freedom of information Policy

10. Events

10.1 To consider and agree arrangements for the Queen's Platinum Jubilee Celebrations and agree any actions

Council agreed to defer this item to the next meeting

11. To report any other business

Cllr **P Mills** reported that there was an abandoned Highways sign at the side of Walcott Gap, the Clerk wood look into having it removed

12. Correspondence

12.1 Application from Fresh Start New Beginnings requesting a donation - Council felt that at this time they would not be able to make a donation

12.2 Thank you received from Community Transport Scheme, Broadland First Responders and Citizens advice for the donations received from Council

12.3 Contact from a member of the Public regarding a Highways issue - The Clerk is assisting the person with their enquiry

12.4 Cllr **J Howell** wrote to council to inform them of her resignation

13. Date of the next meeting

16th May 2022 7:30pm Place to be confirmed

Meeting Closed 8.36pm