

Walcott Parish Council

Meadowcroft, 40 Cromer Road, Mundesley, Norfolk, NR11 8DB

Tel: 07900957888

Email: Clerk@walcott-pc.org.uk

Chairman: Pauline Porter

Parish Clerk/RFO: Denise Revell

Minutes of the Ordinary Meeting of Walcott Parish Council

Monday 26th September 2022, 7:00pm

Coastline Village Hall, Ostend Road, Walcott

Present: Cllrs, P Porter (in the Chair), K Porter, P Mills, M Withington, T Love, S Byham

Members of the public: - 1

Clerk: Mrs D Revell

1. Council observed two minutes silence as a mark of respect after the death of Her Majesty Queen Elizabeth II
2. **To consider and agree apologies for absence declarations of interest and requests for dispensation**
No apologies received
Council received a letter of resignation from Cllr J Ransom and this was accepted by council
3. **Declarations of interest and requests for dispensation**
Cllr Love declared an interest in item 7.1 Cllr P Porter and Cllr K Porter declared an interest in item 8.2
4. **Minutes of the previous meeting**
To agree and sign the minutes of the Ordinary Council Meeting held on the 18th July 2022
Cllr Byham proposed the motion, Cllr Mills seconded the motion and the minutes of the meeting held on the 18th July 2022 were agreed and signed at the meeting
5. **Chairman's Report**
The chairman delivered her report and explained about the procedures regarding evacuation regarding non-flooding emergencies
6. **Public Participation Time**
To resolve that the meeting be adjourned for a period specified in the Resolution to allow Members of the Public 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 gave her report and explained that more people have been asking for help regarding the energy crisis. She has access to Food bank and Energy Support Vouchers. Road works and campervan problems were also discussed.

7. **Matters arising from previous meetings**

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

- 7.1 TRO, Original Survey sent to Norfolk County Council, awaiting response
- 7.2 All Councillor interest forms sent to North Norfolk District Council
- 7.3 Freedom of information scheme has been put on the website
- 7.4 Coastline Village Hall defib, new pads have been ordered, awaiting software update
- 7.5 Signed agreement sent to NNDC regarding Van Ord Grant
- 7.6 New insurance with AVIVA set up and paid
- 7.7 Generator maintenance checked, new battery had been installed earlier in the year
- 7.8 Collapsed drain, Coast Road, Walcott, still being investigated by Highways
- 7.9 Damaged hand rails at Walcott have been repaired by North Norfolk District Council

8. **Planning**

To consider and agree planning application NP/22/2185. Chimneys Farm, Ostend Road, Walcott. Erection of a Potato Store

Cllr Mills proposed the motion, Cllr Withington seconded the motion and it was agreed to support the planning application

9. **Finance**

9.1 To consider and agree the bank reconciliation of accounts

Cllr Withington proposed the motion, Cllr Byham seconded the motion and it was agreed to accept the bank reconciliation

9.2 To consider and agree the payments

Cllr Mills proposed the motion, Cllr Byham seconded the motion and the payments and receipts were agreed

Salary and Expenses	£922.48,	Bank Charges	£18.00, Domain Renewal	£20.02,
Zurich Insurance	£264.00,	Defib Pads	£46.80	

9.3 To consider and agree the Budget

Cllr Byham proposed the motion, Cllr Mills seconded the motion and the budget was agreed by council

9.4 To consider and agree opening a savings account

Cllr K Porter proposed the motion, Cllr Love seconded the motion and it was agreed for council to open a savings account

9.5 To consider and agree opting out of the SAAA external auditors

Cllr K Porter proposed the motion, Cllr Withington seconded the motion and it was agreed not to opt out of the SAAA external auditors

9.6 To consider and agree maintenance of the assets

Cllr Love proposed the motion, Cllr K Porter seconded the motion, council agreed to get the quotes for maintenance of the assets

10. **Policies, documents, communication and training**

10.1 To consider and agree to adopt the document retention policy

Cllr K Porter proposed the motion, Cllr Byham seconded the motion, council agreed to adopt the retention policy

10.2 To consider and agree what to do with the old village sign

Council agreed to send suggestions in to the clerk

10.3 To consider and agree Walcott Parish Councils Roll Back scheme

Council agreed to defer this motion

11. Events

11.1 To consider and agree the date for the Christmas Tree switch on

Cllr Byham proposed the motion, Cllr Mills seconded the motion and it was agreed the date for Christmas Tree Lights would on Friday 9th December 2022

11.2 To consider and agree arrangements for the Coronation

Council agreed to defer this motion until the official date had been announced

11.3 To consider and agree the arrangements for the Summer Event on the Seafrost

Council agreed to defer this motion for a later date

12. To report any other business

Note that this is to report on matters for inclusion in a future agenda or matters which require no decision to be made by council

Council discussed the Coronation, Christmas Tree light switch on and the Summer Event

13. Correspondence

To consider and correspondence and agree responses thereto

13.1 Planning application PF/22/0838, Car Park Walcott, comment already made to the planning department. Cllr Porter would attend the meeting at the planning office on behalf of council in support of this application.

13.2 Letter from a member of the public asking for a contribution towards the cost of repairing the lock on the notice board at Coastline village Hall, council agreed to write and pay a contribution towards the repairs to the lock on the noticeboard at Coastline Village Hall

13.3 National Association of Local Councils share certificate for Walcott Parish Council Received

14. Exclusion of the press and public

Exclusion of the press and public to resolve under the public bodies (admissions to meetings) Act 1960 that the press and public be excluded due to items pertaining to employment and legal issues

14.1 To consider and agree the Clerks appraisal

Cllr P Porter proposed the motion, Cllr Whithington seconded the motion and the Clerks appraisal was agreed

14.2 To consider and agree to pay for the Clerk to obtain FILCA qualification

Cllr P Porter proposed the motion, Cllr K Porter seconded the motion and it was agreed that Walcott Parish Council would pay for the Clerk to obtain the FILCA qualification.

15. Date of the Next Meeting

To confirm that the date of the next meeting of the Parish Council would be on the 21st November 2022, at 7pm, venue to be confirmed