

Walcott Parish Council

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Chairman: Pauline Porter

Parish Clerk/RFO: Denise Revell

Minutes of the Ordinary Parish Council meeting of Walcott Parish Council on 22nd May 2023 at 7:30pm at Coastline Village Hall

Present: Pauline Porter (Chairman), Sonya Byham, William Love, Peter Mills, Keith Porter, Maria Withington, Graham French, Nicholas Lee

Clerk: Denise Revell

Members of the Public: 3

1. Election of Chairman

Cllr K Porter proposed the motion, Cllr Withington seconded the motion and council elected Cllr P Porter as Chairman for Walcott Parish Council. The declaration of acceptance of office was signed at the meeting

2. Election of Vice Chairman

Cllr P Porter proposed the motions, Cllr Byham seconded the motion and Cllr Withington was elected as Vice Chairman for Walcott Parish Council. The Declaration of acceptance of office was signed at the meeting

3. Apologies for absence

3.1 To consider and agree apologies for absence

None

4. Declarations of interests and requests for dispensation

All councillors to complete pecuniary interest forms for the coming year online at NNDC

4.1 To consider and agree declarations of interest and requests for dispensation
Cllr Love declared an interest in the planning application being discussed under correspondence. All other councillors declared a predetermined interest regarding the same matter

5. Co-option

5.1 To consider and agree co-option of a Councillor for Walcott Parish Council
Cllr P Porter proposed the motion, Cllr Withington seconded the motion and council agreed to the co-option of N Lee on to the Council.
Acceptance of office forms were signed at the meeting

6. Minutes of previous meetings

6.1 To consider and agree the minutes of the Ordinary Parish Council meeting held on the 20th March 2023

Cllr Mills proposed the motion, Cllr Byham seconded the motion, the minutes of the meeting held on the 20th March 2023 were agreed and signed at the meeting

7. Chairman's Report

The new village sign was unveiled by Duncan Baker MP as part of the Jubilee Celebration. The PC put on an event to Celebrate the Platinum Jubilee, thanks to the Kingfisher Cafe for hosting it and to Thomas Love for making the beacon. A local band, Nine-Way Spin played outside the Kingfisher Cafe. The beacon was lit at the appointed time. Also in attendance was Sugar Rush. The event was well attended.

The PC purchased a Christmas Tree and the lights were turned on by Duncan Baker MP - there was a reasonable turnout despite the clash with the Walcott Warblers

During the last year we have experienced ongoing problems with campervans emptying chemical toilets into the public toilets and into the storm drains. Inconsiderate parking also seems to be an issue with motorhomes and campervans

Representatives from the parish Council have met with our Highways Officer Justin Le May and had a further meeting with another representative from Highway, a representative from NNDC was also present at that meeting

We have requested a TRO and our County Councillor Cllr Shires offered to pay half of the money for a TRO. Since then NCC have acquired a road safety budget and Cllr Shires has requested money for a TRO on our behalf. The TRO will now proceed as a Road Safety Scheme. The PC has a few options to consider and hopefully this can be put on the next Agenda

Pre Covid the PC were attempting to gain extra storm drains near to the shop and Chalet park, the PC has recently been informed that NCC will install three new drains but at the moment can not say when this will happen.

8. Public Participation Time

The meeting will be adjourned for a period specified in the Resolution (no longer than 15 minutes) to allow Members of the Public, to receive District and County Councillors reports 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.

A parishioner reported that the Archibald Road steps were crumbling and that there was a rusty piece of metal work on the beach near the Crescent. The District Councillor agreed to look into these matters

9. Matters arising from previous meetings

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

9.1 Parking restrictions along the seafront are being addressed under the Road Safety Community Fund

10. Planning

None

11. Finance

11.1 To consider and agree the AGAR

Cllr P Porter proposed the motion, Cllr Byham seconded the motion and council agreed the AGAR, which was signed at the meeting

11.2 To consider and agree the internal auditors report

Cllr Porter proposed the motion, Cllr Withington seconded the motion and council accepted the findings of the internal auditors report

11.3 To consider and agree the Asset register

Cllr Byham proposed the motion, Cllr Withington seconded the motion and council

agreed the asset register

11.4 To consider and agree the dates for the Public Right to Inspect Parish Council's Accounts

Cllr P Porter proposed the motion, Cllr Byham seconded the motion and council agreed the dates for the Public Right to inspect Parish Council's Accounts.

11.5 To consider and agree subscription to the National Association of Local Councils

Cllr P Porter proposed the motion, Cllr Byham seconded the motion, council agreed to renew the subscription to the National Association of Local Councils

11.6 To consider and agree payment to NALC Norfolk Parishes website service
Cllr Withington proposed the motion, Cllr French seconded the motion, council agreed the payment to NALC for the Parish Council's Website

11.7 To consider and agree the end of year bank reconciliation of accounts

Cllr Mills proposed the motion, Cllr Withington seconded the motion and council agreed the bank reconciliation of accounts

11.8 To consider and agree Payments and receipts

Cllr K Porter proposed the motion, Cllr Lee seconded the motion and council agreed

the payments and receipts as follows

Payments

D Revell	Salary and Expenses	£832.62
Nalc	Subscription and Website	£271.48
NNDC	Bin Emptying	£235.62
Broadland First Responders	Donation	£300.00
R Canwell	Audit Fees	£45.00
Walcott Farms	Allotment Land Rent	£30.00

Receipts

NNDC	Precept 1st instalment	£4300.00
HMRC	VAT refund	£534.01

12. Policies, Documents, Communications and Training

12.1 To consider and agree the internal control Policy

Cllr P Porter proposed the motion, Cllr Withington seconded the motion, council agreed to adopt the Internal Control Policy

12.2 To consider and agree who will carry out the internal controls

Cllr P Porter proposed the motion, Cllr Withington seconded the motion and it was agreed that Cllr Byham would carry out the internal controls of council's accounts

12.3 To consider and agree to adopt the General Power of Competence in accordance with *The Parish Council (General Power of Competence) (Prescribed Conditions) Order 2012*; Council confirms that it meets the criteria necessary for it to adopt the General Power of Competence:

- i) The number of members of the council that have been declared to be elected, whether at ordinary elections or at a by-election, is equal to or greater than two-thirds of the total number of members of the council;
- ii) The clerk to the council holds the Certificate in Local Council Administration; and
- iii) The clerk to the council has completed the relevant training;

Cllr Withington proposed the motion, Cllr French seconded the motion and the council agreed to adopt the General Power of Competence

12.4 To consider and agree meeting dates for 2023/24

Cllr P Porter proposed the motion, Cllr French seconded the motion and the dates for the meetings 2023/24 were agreed.

12.5 To consider and agree Council's Standing Orders

Cllr K Porter proposed the motion, Cllr Byham seconded the motion, council agreed to adopt the Council's Standing Orders, with amendments

12.6 To consider and agree Council's Risk Assessment

Cllr P Porter proposed the motion, Cllr Withington seconded the motion and council agreed to adopt the Council's Risk Assessment.

13. Events

13.1 To consider and agree arrangements for the Summer Party and agree any actions

Cllr K Porter proposed the motion, Cllr French seconded the motion and it was agreed to hold the Summer Event on the 12th August 2023. A working group of councillors would be set up to arrange the event

14. To report any other business

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

It was reported that there was a property in the village that was rat infested and Environmental Health were dealing with it.

The noticeboard at Coastline Village Hall and the Notice Board on the Seafront need

repairing, The Clerk will look into both issues.

15. Correspondence

15.1 Letter from Flagship regarding the development at Ostend Road, Walcott

15.2 Planning application regarding PF/23/0970 Change of use of land from agriculture to a secure dog exercise park | Land South Of Rookery Farm Road Walcott Norfolk was discussed. Council agree not to comment on this planning application.

16. Date of Next Meeting

To confirm that the date of the next meeting of the Parish Council will be on 17th July 2023 at 7pm at the TBA

Signed _____

Date _____