



Knapton Parish Council

Working for a better tomorrow

30th June 2026

Dear Sir/Madam

You are hereby summoned to attend the **Parish Council Meeting** of Knapton Parish Council to be held at the **Knapton Village Hall** on **7th July 2026, 7:30 pm** to transact the business listed on the agenda below.

Yours faithfully,

Denise Revell

AGENDA

Every meeting of the Council is open to the public except where the council resolves to exclude the public from all or part of the meeting on the grounds that publicity would be prejudicial to the public interest by the confidential nature of the business.

Members of the public have no right to speak at a parish council meeting unless the council authorises this. Public Bodies (Admissions to meetings act 1960). Should a member of the public wish to ask a question, highlight an issue, or comment on anything on the agenda please contact the clerk so appropriate time can be allocated for you to speak

1. **To receive Apologies for Absence.**
 - a. To consider and agree apologies for absence
2. **Declarations of Interest and requests for dispensations**
 - a. To consider and agree declarations of interest and requests for dispensations
3. **Minutes of previous meetings**
 - a. To agree and sign the minutes of the Ordinary Council Meeting held on the 5th May 2026 and 3rd June 2026
4. **Co-option**
 - a. **To Consider and agree applications for a person to be co-opted onto Knapton Parish Council to fill the councillor vacancy**
5. **Matters arising from previous meetings**

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

 - a. The Old School Playing Field - Application filed with the Land Registry - Response due by February 2026
 - b. Pond - Waiting for work to commence
 - c. Playground Inspection - 2 further pieces of playground equipment have been removed

- d. Fencing behind Tree Line, Hall Lane side of Parish Playing Field - additional in-filling with plants has been carried out in the area
- e. Anglian Water Entrance to Parish Playing Field - Flag Ship have now undertaken the clearing of this area and will be carrying out ongoing maintenance
- f. Trees behind Wilds Way - Awaiting works to be carried out
- g. Grit Bin Car Park - ongoing

6. Finance

- a. To consider and agree the bank reconciliation of accounts
- b. To receive the Budget update and consider any additional items that need to be added to the future budget
- c. To consider and agree Payments and receipts

Section 101(1)(a) of the Local Government Act 1972, which permits the Council to **delegate financial authority** to the Clerk or a committee The Council's **Financial Regulations**, which allow for **urgent or routine payments** to be made between meetings and reported to the Council for approval

- d. To consider and agree additional signatories to the bank accounts
- e. NNDC invoice - bin emptying

7. Policies, Documents, Councillor Reports and Training

- a. To consider and agree the Council's Standing Orders

8. Planning

9. Parish Council Matters

- a. To consider and agree circulating a questionnaire regarding the playground
- b. To consider and agree relocation of the playground

10. Events

11. 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

12. Correspondence

To consider any correspondence and agree responses thereto

- a. Email from parishioner regarding budget, precept, MADRA and concerns regarding the Parish Council
- b. Email from the Monitoring officer regarding Code of Conduct complaint
- c. Email from Mundesley Parish Council regarding their contribution to the cutting of the permissive path from Knapton to Mundesley

13. Public Participation time

The meeting will be adjourned for a period of 15 minutes to allow Members of the Public to speak, 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.

14. Date of Next Meeting

To confirm that the date of the next meeting of the Parish Council will be on 1st September, 7:30pm, Knapton Village Hall