



Holkham Parish Council

Parish Clerk: Keith Leesmith
31 Dogger Lane
Wells-next-the-Sea
Norfolk NR23 1BE

01328 710261 keith@leesmith.co.uk

2018/06

Minutes of Annual Parish Council Meeting held at the Estate Office on Tuesday 8 May 2018 at 1805

Present Jane Berwick, Paul Bloomfield, Harvey Gunhouse, John Hall, and Derek Jarvis (Chairman)
Keith Leesmith (Clerk) Marie (& Mike) Strong (NCC), Vincent FitzPatrick (NNDC)

1) Election of Chairman

Resolved – Derek Jarvis. Declaration of Acceptance of Office completed.

2) To agree the dates of meetings for the coming year

Agreed as follows: 10.07.18 / 11.09.18 / 13.11.18 / 08.01.19 / 12.03.19 / 14.05.19

3) Apologies

Elisa Bray, Emma Sergeant

4) Declarations of Interest

None

5) Minutes of the Meeting held 13 March 2018

Agreed and signed

6) Reports

a) Norfolk County Council

The *Coasthopper* bus service has now been replaced by two companies – Sanders will operate eastwards from Wells Buttlands to Mundesley. Lynx will operate westwards from there to King's Lynn but that service will be called the *Coastliner*. Charges have been introduced at recycling centres for leaving DIY waste. Small amounts can be paid for in cash, but anything over £10 needs to be paid for by card. An accurate picture has now been made of the various mobile phone "blackspots" throughout the county. On the NCC website it is possible to find the best operator for individual areas. It is hoped to fill in the blackspots in time with additional masts. In 2010 26% of Norfolk had fast broadband. This has been increasing and is expected to be 95% by 2020. New initiatives are on the way to cover areas that are unable to access fibre. The government has made extra money available to repair potholes, following the bad winter period.

b) North Norfolk District Council

The next round of applications for the *Big Society Fund* have to be in by 14 May, but there will be another in 3 months. By way of example VF read a list of recent grants: village halls, community allotments, play equipment, a rugby club – disability access, repointing Stalham Town Hall, cricket nets, first responder team – radios and medical equipment and a variety of other projects.

A baroque orchestra visited north Norfolk over the bank holiday weekend, playing at venues including The *Black Lion Inn* in Walsingham and various care homes etc. There will be a concert on July 1st at North Walsham Church. On the 13th of June NNDC will be holding a free workshop to assist people who are intending to make grant applications. This will include hints as to why applications fail. On 10th July there will be a careers/skills workshop, which is expected to be attended by 300 high school students. Companies can find new staff and

also gain exposure on the website. In Sheringham, NNDC recently evicted a person who had been causing trouble to neighbours by anti-social noise.

Marie (& Mike) Strong and Vincent Fitzpatrick left the meeting at this point

6c) Parish Clerk's Report

Thanks had been received from the Burnham Market Community Car Scheme for the £100 donation. KL has increased his weekly expenses from £1.50 to £1.70 because of the large number of items that used to be posted and now have to be downloaded and printed locally. These include various colourful police posters and the latest audit papers. Although he has resisted purchasing a separate laptop for Holkham PC, KL now believes that this would assist with Data Protection regulations. It was agreed that we purchase a laptop and software before the next meeting. KL has signed up online at the *Information Commissioners Office* but has yet to hear from them regarding the £35 per annum payment requirement. KL spoke to PC Jason Pegden on the morning of the meeting, and told him that we would no longer agenda a visit from him. Jason asked to be kept informed of meeting dates, as he would attend if he could.

7) To discuss any Planning matters to hand.

There were no planning matters to discuss

8) To discuss proposed plan for public access north of the Coastal Path

Although there are problems in adjacent areas, the proposed areas exempted from public use in Holkham are only those on the beach used for nesting by terns and plovers. As these have been in place for many years, it was agreed that we did not need to raise any objection.

9) To agree the audit questions for the 2017/2018 period

The questions on the audit form could all be answered positively, and were signed off by the Chairman and Clerk.

10) To agree accounts for 2017/2018 and sign off audit statement

The accounts for the previous year had been previously circulated. The Chairman and Clerk signed these off, and also the exemption (from external audit) certificate as the turnover was less than £25,000.

11) Financial Report and Accounts for Settlement

A copy of the bank statement and spreadsheet had been circulated and was approved. The following payments were agreed:

Zurich Municipal Insurance	annual policy	268.81
Norfolk Association of Local Councils	annual subscription	124.57
Keith Leesmith	1 st quarter salary & expenses contribution	487.86
HMRC	PAYE on above	113.80
Mike Gates	internal audit 2016/2017	25.00

12) Minor Matters

There did not seem to be a great problem with litter near Adnams, although the bus shelter required regular clearing. DJ has recently removed some of the graffiti in the bus shelter.

13) To confirm date of next meeting

Tuesday 10 July 2018 – 1800 at The Estate Office.

The meeting closed at 1902