

Minutes of the Meeting of Gayton Parish Council held on Wednesday 19 June 2019 at 7.30pm at the Jubilee Hall, Gayton.

Present	Cllr P Grant	Cllr A Dewing	Cllr S Renwick
	Cllr A Beales	Cllr S Jarratt	Cllr N Attwell

Also present: The Clerk, Cllr Manning and Cllr De-Whalley & 3 Members of the Public.

515 To receive and consider apologies for absence:

It was resolved to accept apologies from Cllr J Currey, Cllr P Savage & Cllr P Gidney

With Cllr Currey unable to attend Cllr Renwick took the Chair.

516 To receive Declarations of Interest

Cllr Dewing gave a personal interest in anything regarding the school as a School Governor.

It was resolved to open the meeting.

517 Adjournment of Meeting to allow for public questions.

A Parishioner asked for an update on the situation regarding the school. **It was resolved for the Clerk to as for an update and School update to go on the next agenda.**

518 To receive a Report from The Borough Councillor.

Cllr Manning advised that no Full Council meeting had taken place, the first meeting being the 4th July. Cllr Manning advised that he was on eight of the nine committees including licencing and planning. Cllr Manning advised that he also sat on the Police and Crime panel and advised that next year there is an election for the Crime Commissioners post.

Cllr Manning advised that permission there are plans to turn the top layer of the Corn Exchange into a cinema. Cllr Manning advised that the Guildhall which is on a 30-year lease from the National Trust. Cllr Manning advised that Ivor Rolands is due to take over the running of the Guildhall it is hoped that a grant can be found to help with the running.

Cllr De-Whalley advised that the intended cinema will be around fifty-eight seats. Cllr De-Whalley advised that he was on the Environment, Generation and Development, Museums and the Local Plan Review were the Committees he would sit on.

Cllr De-Whalley advised that there is a new telephone number for Clean up team to report Fly-Tipping, Dog Bins and Enforcement 0800 253 2687.

Cllr De-Whalley advised that the KLIK is now back under the Borough Councils control.

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519 To received a Report from the Cty Cllr Middleton.

Nothing has been received from Cty Cllr Middleton.

It was resolved to return to closed session.

**520 Minutes of The Annual Gayton Parish Council Meeting held on 15 May 2019.
It was resolved to approve the minutes and for the Chair to sign as a true record.**

521 Matters Arising

491 Footpath Map. Cllr Grant asked about the footpath map. **It was resolved to put on the next agenda.**

497. Vas Sign. The Clerk advised that she had received some information and had passed the Correspondence to the Parishioner involved. Cllr Renwick volunteered to speak with the Parishioner re moving the VAS and report back at the next meeting.

Playground Opening. Cllr Renwick reminder everyone regarding the Summer Fayre this coming Saturday starting at 1.00pm. Cllr Renwick advised the Cllr Grant and Cllr Beales have agreed to attend and two parents and children will cut the ribbon.

522 Action Points

Cllr Renwick went through the list. Cllr Renwick thanked everyone for undertaking their tasks.

523 Neighbourhood Plan

Cllr Jarrett advised that a lot of work had been achieved and the two consultation documents were currently being analysed. Cllr Jarrett advised that she was currently working on the Character Statement. Cllr Renwick advised that green spaces were very important and really made a difference. It was resolved for the Clerk to seek advice. Cllr Jarrett advised that green space was very important for well-being etc and should be protected. Any comments regarding the plan should be placed in Cllr Renwick letterbox or the Garage. The Neighbourhood planning group were having a stall at the fayre. Cllr Renwick advised that another flyer will be posted through your door soon with the groups progress so far. Cllr Beales advised that he would like to get involved in the Neighbourhood Plan. Cllr Renwick advised that everyone is able to join especially if they have good knowledge of the planning system etc and welcomed Cllr Beales to the group but was concerned regarding the conflict of interest.

524 Planning Applications and Determinations:

Applications:

None received at the time of publishing the agenda. One application had been received and would be placed on the next agenda and a long discussion took place. Regarding density, green spaces, trees, parking, emergency vehicle excess, need for certain size properties. Cllr Jarrett advised that it would need careful consideration and would take a considerable amount of time single handedly going through the Neighbourhood planning policies etc and could not be achieved on

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every planning application. **It was resolved for all comments to be with the Clerk so that she could put all the information together a one document.**

525 Highways

Hedges St Nicholas Close.

Cllr Beales advised that these were down for cutting back after the nesting bird season was over in September.

526 Councillor Co-Option

The Clerk advised that there is one vacancy and did the Council lack anyone capable of an aspect of Council Business that we did not have covered that we could actively advertise for someone with etc.

527 Policies

It was resolved for the Clerk to send round the necessary policies and any drafts, so these can be looked out at the next meeting. The Clerk advised that there needs to be a rolling programme.

528 Training

The Clerk is currently working on a group meeting and was waiting for some dates and venues. Item to remain on the agenda.

529 Committees

The Clerk advised because of not getting agenda items achieved during the meeting that having one or two committees may make the meeting run more smoothly.

530 Streetlight Energy Contract

The Clerk advised that she felt she could get a better deal than our currently supplier. **It was resolved for the Clerk to undertake the review.**

531 Bank Signatories

It was resolved for Cllr Renwick to become a cheque signatory.

532 Annual Governance Statement

a) AGAR Form

It was resolved for this item to be placed on the next agenda. The Clerk advised that this needed to be completed by the 1st July. It was resolved for the Clerk to contact the external auditor and advise that the return would be late.

533. Review Internal Auditors Report

It was resolved for this item to be placed on the next agenda.

534. Annual Risk Assessments

535 Councillor Email Addresses

The Clerk advised at all email addresses had to be for only Parish Councillors not family members to open.

536 Dark Sky Policy

It was resolved for the Clerk to send.

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538 Correspondence:

- a) Letter from the Borough Council re Tree Preservation Order
- b) Letter from the Borough Council re Land to the North St Nicholas Close, Gayton

The following list of correspondence can be viewed by arrangement with the Clerk.

- a) Clerks and Councils Direct

539 Accounts for payment

Jubilee Hall –Room Hire – (June)	D/P	21.00
S Bristow – Wages –(June)– Burrell's	D/P	348.60
Plusnet – (June)	D/D	18.60
PJ & B Jones – Grasscutting (June)	D/P	299.40
Norfolk Parish Training and Support – Training	D/P	48.00

It was resolved for these payments to be made.

540 Accounts until the end of May 2019

The Clerk to arrange a meeting with Cllr Grant to undertake a review of the first quarters accounts.

541 items For Next Agenda

Same agenda plus
Footpath Map
Insurance re cover
Communicating with the Community

542. Date, & Place of next meeting.

Parish Council Meeting Wednesday 3 July 2019 at The Jubilee Hall, starting at 7.30pm.

With no further business the meeting closed at 21:25pm.

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