

Present	Cllr J Currey	Cllr A Dewing	Cllr S Renwick
	Cllr P Grant (Audio)	Cllr N Attwell	Cllr S Jarratt
	Cllr A Beales	Cllr P Gidney	Cllr C Reeve

Also, present: The Clerk, Cllr M de Whalley & 1 Member of the Public

766 To receive and consider apologies for absence:

Cllr P Savage had left a message that was only received after the meeting with his apologies.

767 To receive Declarations of Interest

None received

768 Zoom protocol

Cllr Currey started the advising that a virtual meeting protocol was necessary as the last meeting lacked a bit structure. This gave instruction regarding muting and unmuting and when members of the public were allowed to speak. Cllr Currey was concerned that some items were taking too long and as such was prepared for all councillor to speak once only but if necessary, a second round would be allowed. Cllr Currey also wanted to exercise his right to open the meeting to allow for public questions at any point in the meeting if it would be beneficial to the Council making a decision. Though did not want this to be a regular event. Cllr Jarrett advised it would be nice if Cllr Grant had a webcam and was able to fully take part in the meeting. With Cllr Grant shielding at present this would not be easy. **It was resolved that a webcam should be purchased for Cllr Grant if the shielding issue could be overcome.**

Cllr Beales was not present for some of the discussion as was having connection problems. Cllr Beales made the suggestion that if this happens and the Councillor is not present for the discussion then should not vote or should ask the Council to recap. **It was resolved for this to be adopted.**

It was resolved to open the meeting.

769 Adjournment of Meeting to allow for public questions.

The Parishioner present advised that he had no interest only a general interest in the village.

770 To Receive Councillor Reports

County Councillor – Cllr Middleton

Cllr Middleton was invited to join the meeting but has not asked to join tonight and no report received. The Clerk advised that she had been approached by a Parishioner from a neighbouring village who was also speaking on behalf of other parishes were Cllr Middleton is their Parish Councillor concerned regarding Cllr Middleton's lack of response to emails, attending meetings etc. It is as if he does not exist. The person was asking if Gayton would be prepared to join in on making a joint statement to the group leader of the County Council regarding Mr Middleton's lack of duty. **After a**

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lengthy discussion is was resolved for the Clerk to formally write to Cllr Middleton and explain that the Council are not happy and if no communication is attempted by Cllr Middleton then the Council should write to the Leader of the County Council with our views.

Borough Councillors – Cllr Manning had given his apologies and the Clerk read out the following:

The borough has restarted panel meetings using Zoom which are live streamed by YouTube and individual political groups can hold their own private meetings via Microsoft Teams.

In addition to Planning Committee there have been virtual “public” meetings of Regeneration and Development, Audit and a Joint meeting of Regeneration & Development with the Environment and Community panel.

Next week on Thursday 9 July we have our first Full Council meeting via Zoom, the first time we have had full council for a few months. There are a few technical issues sometimes with virtual meetings which also occur when television companies are speaking to people when they forget to mute or unmute their microphones. Unfortunately, the quality or otherwise of local broadband sometimes makes sound and/or vision distort. However, this will possibly be the way we have to conduct business for a few months. I have been told by the county council that they don't expect physical meetings at County Hall this year and so the Police and Crime Panel are having a virtual meeting/Test trial by using Microsoft Teams soon this month before hopefully subject to viability a delayed AGM later in the month .

One piece of recent positive news is that our town's football club have been promoted to the National League which is the top tier of non-league football for season 2020-2021. Hopefully this will bring much needed revenue to our club and local businesses as many more people should want to come to watch them and maybe spend time in the area, requiring food drink and accommodation. We will also get some coverage on the BT Sport channel. As a former referee in my “much “younger days (when in grounds as far away as the Kent coast and south London, my eyesight and parentage was sometimes questioned !) So, you might imagine that I was very happy to accept the club's owners offer to become a director of Linnets in the Community.

Kind regards

Colin

Cllr de Whalley is present at the meeting. Cllr de Whalley advised that he matches what Cllr Manning has previously said around meetings etc. Cllr de Whalley advised that he had attended a meeting regarding the CIL Scheme, and this will be a three-month referral from October. Cllr de Whalley advised that he had been informed that No investigation into the KLICK was deemed necessary. The draft Local Plan will go to Cabinet later this month. The Borough are slightly down on properties being built within the borough. Had said that 550 houses would be completed but in fact was 539 but this figure should still be acceptable by Westminster and no sanctions are expected. Obviously if this figure was to drop further in coming year it might not be the same case.

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Cllr de Whalley advised that there was to be a Full Council meeting the first since lockdown and held virtually on the 9th July at 3.00pm which would be available on the Borough's You Tube channel.

The Climate Change Team have still been working hard during the Covid 19 issue and more on this will be available soon.

Cllr de Whalley also advised the Sibelco had put in planning permission to the County Council to start extracting sand from Leziate. The County Council's Mineral and Waste Review is still on-going.

Cllr Beales asked if Sibelco had actually said they were going to start to extract Silica Sand. Cllr de Whalley advised that seemed to be what was being advised.

Cllr Beales also asked regarding the houses being built that was a small action plan being requested and to his memory a 20% buffer had been incorporated. Cllr de Whalley advised that it was the case and the Council currently have around the 6.5-year land supply. Cllr de Whalley felt that it would need to get below 90 less before an action plan was required,

Cllr Currey thanked Cllr de Whalley for his report.

771 Minutes of the Parish Council Meeting held on 3 June 2020

It was resolved to approve the minutes and for the Chair to sign as a true record, when situation allows after the following amendment:

Min 749 To receive Declarations of Interest

Should read Cllr Beales gave a Prejudicial Interest in Application 20/00689/F.not personal Interest.

- 6.2 Matters arising from the minutes
 - 6.2.1. (753) (737) (641) (620) (602) (572) (545) To receive update and consider any action on footpath - Grimston Road. **It was resolved for Cllr Currey to chase when appropriate.**
 - 6.2.2. Grant – Re WNCT Advertisement. (753) To receive update and consider any action re Advertisement. **It was resolved for Cllr Renwick and Cllr Grant to get together When Cllr Grant is out of Shielding.**
 - 6.2.3. (753) 2nd/3rdDefibrillator for the Gayton and first for Gayton Thorpe. To receive update and consider any action. The Clerk advised that she had spoken to Community Heartbeat Trust and they currently are not able to fund as their funding themselves has been stopped due to Covid 19. Cllr Beales advised that it was agreed to look at the CIL money and other public support.
 - 6.2.4. (753). Broadband for the Village Hall. The Clerk advised that she had been looking but anything cheaper was on 10mb packages which would not be appropriate The Clerk advised that she felt she would be better trying to negotiate with the current supplier as they are already charging us a higher rate. **It was resolved for the Clerk to try and negotiate a better deal.**
 - 6.2.5. (753). NCC Re School re Footpath Boundary Stones. The Clerk advised that she had finally heard back from Isabella Horner and she had apologised but

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they had no option but to use Vicarage Lane due to the vehicle involved. Regarding the boundary stones she is asking if we have pictures as at this present time, she is unable to locate and it would be good if she knew what they looked like. **It was resolved for Councillor to check records etc and send any photographs to the Clerk so she could forward on to Ms Horner.**

- 6.2.6. (753) Interests and Dispensations. The Clerk advised that there seemed to be a lack of knowledge regarding interests and dispensations and she had forwarded information that would assist as a memory jogger for some and new to others.
- 6.2.7 (753). Support the Carnegie Library. Cllr Renwick had produced a draft letter to the Council regarding the Library. Cllr Renwick shared her screen a few amendments were made. **It was resolved for Cllr Renwick to send to the Clerk and the Clerk to put on headed paper and send.**
- 6.2.8 (753). A thank you for Village Support during Covid. **It was resolved that the Clerk to put a thank you into the parish write up in the Next Voice.**
- 6.2.9 (753). To receive Playground Inspection Report quotes. The Clerk advised that she had chased but due to not being able to come out due to Covid one company had declined to quote. She advised that one company came and checked yesterday but nothing received as yet. The Clerk also advised that she had chased the new Tunnel being installed and was surprised as the quote for mulch had gone up considerably and she knew that she could get the mulch put down a lot cheaper by another company. **It was resolved for the Clerk to chase and to check the costings of the mulch but at that price it would have to be grass matting.**

772. Minutes of the Parish Council Meeting held on 9 June 2020

It was resolved to approve the minutes and for the Chair to sign as a true record, when situation allows.

- 7.2 Matters arising from the minutes
None received.

773. Minutes of the Parish Council Meeting held on 16 June 2020

It was resolved to approve the minutes and for the Chair to sign as a true record, when situation allows after the following amendment: Cllr Beales gave a Personal Interest regarding Field Cottage application.

774 Neighbourhood Plan

Cllr Jarrett advised that the Housing Needs Survey was progressing with Community Action Norfolk. There was not much more to report at this stage.

Cllr Beales advised that he felt the Parish Council needed to be consulted and should be part of the process especially when it is being quoted on Planning Applications as in the recent Manor Farm applications. How can a Developer understand and work with the plan if the plan is not known. How are the Council quoting the Neighbourhood Plan when it has not been shared with the Council. Cllr Jarrett advised that there was a lot of information on the group's website. With Covid things were not progressing as quick as was hoped. The Policies were being overhauled by their Consultant during and being proofread. It is not feasible for the plan to be totally put together until all these elements are finished and can be put together. Cllr Beales

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advised why the point of doing all this work if the Parish Council are not happy and not allow it to go much further. The Clerk advised that she was sure another parish was informed that it should not be shared until ready for submission. The Parish Council have to take on the views of the Parishioners of which the plan is made up. The Clerk advised that she was sure this was the advisement of the Borough Council and would check with the Borough Council if this was the case. **It was resolved for the Clerk to ask Alex Fradley/Alan Gohm at the Borough Council and if necessary, see if they were available to explain to the Council via Zoom.**

775 Planning Applications and Determinations:

Applications:

20/00468/F Application for Current use granted under application 18/00361/F as a temporary car park to 30 April 2020. This application is for an extension of the use as a temporary car park to 30 April 2022 at Temporary Car Park Site Adj Former Rampant Horse PH Gayton. **It was resolved to recommend approval.**

20/00796/F Application for REMOVAL OR VARIATION OF CONDITION 9 AND 10 OF PLANNING PERMISSION 15/01946/OM: Outline application, proposed residential development at Site to Rear of The Former Rampant Horse Lynn Road Gayton. There was concern regarding the drainage going across land that they are not responsible for. **It was resolved for the Clerk to advise that the Council could not give a comment due to lack of details on the application and calcification they were going across NCC Land not land owned by the Jubilee Hall Trustees.**

20/00860/CM COUNTY MATTERS APPLICATION: Discharge of Condition No. 15 (relating to the submission of details of the part time 20 mph limit, the provision of double yellow line and/or School Keep Clear Markings markings) attached to Planning Permission Ref. FUL/2019/0053. Land Adj To West Hall Farm, Springvale, Gayton. **It was resolved to recommend approval**

Determinations:

None Received.

776 NCC Land Vicarage Lane and Neighbourhood Plan.

To receive update from NCC Email Received.

Cllr Currey advised that some good discussion and some good points of view had been given via email from Cllr Beales and Cllr Jarrett had also made valid comments. **It was resolved after a lengthy discussion that the Clerk should advise the County Council that the Council are interested. The Clerk also to arrange a meeting with the Neighbourhood Plan consultant who was willing to discuss how it worked with the plan and what could be achieved with the land but also to be mindful of what could be asked of the council in return. It was also**

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resolved for Cllr Gidney to check out with Matthew Henry at the Borough Council for his advice.

777 Playground Area/Amenity Land at Howards Way.

To receive update from Developer from Email Received. The Clerk advised that the developer had agreed the sum asked for by the Parish Council and was asking for Solicitors details to start the transfer process. Cllr Currey advised that Cllr Beales had agreed to undertake a costing exercise, though this might not be appropriate now Cllr Currey asked Cllr Beales when it he time if he could still achieve as it was be a way forward. **It was resolved for the Clerk to go back to the developer and advised that the Council were not in a position to pay for solicitors costs and to check with the previous Clerk who was undertaking the Councils legal work.**

778 Highways

Cllr Currey advised that the pothole outside his house had been repaired and repaired to a very high standard. There was still one at the junction of Winch Road and Lynn Road that needed attention. **It was resolved for the Clerk to report.**

779 Village Matters

Pudding Stones. Cllr Renwick agreed to undertake for the next meeting. **It was resolved for this item to be placed on the next agenda.**

780 Gayton Thorpe

Sign - update and way forward. Cllr Currey advised that he had not been able to undertake and was concerned about entering someone else's property with social distancing. Cllr Currey asked if Cllr Beales was available next week to look with social distancing. Cllr Beales said that he could bike with Cllr Currey or drive separately and take a look next week. **It was resolved for Cllr Currey to arrange.**

Traffic calming - update and communicating decision to community. Cllr Jarrett advised that she was not able to undertake presently but hoped to be back in the UK next week when she would then undertake.

781 TV Screen/Projector

To receive a report from Cllr N Attwell. This item to be addressed when lockdown allows, and the Council are back using the hall. **It was resolved to keep on the agenda.**

782 Communicating with the Community

Cllr Jarrett advised that more attention was needed to get people to look at the new website and felt that more posts especially around extraordinary meetings should be posted to the site. The Clerk apologises but was concerned that she usually got round to undertaking and it was in the evening and did not want to wake people with them getting a text etc. Cllr Jarrett advised that there is a way to schedule posts. The Clerk advised that she would look at how to achieve and improve going forward.

Cllr Jarrett apologised because she had forgot to put the link to the Neighbourhood Plan on the website also.

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The Clerk also to put a note re vote of thanks in the minutes and The Voice as previously agreed.

783 Correspondence:

18.1 Letter from Borough Councillor regarding Planning Applications Handlings. The Clerk had previously sent round a letter from a Borough Councillor concerned regarding the Borough Council Sifting Panel. The Council felt that no action was necessary this time.

18.2 Letter from NCC Highways regarding Parish Partnership Scheme. **It was resolved for this item to be deferred to the next meeting.**

784 Governance:

19.1 Training. Cllr Reeve has attended initial training with NPT&S and agreed that it was helpful. The Clerk advised that she had attended many Clerk's update sessions from NPT&S and NALC.

19.2 Annual Risk Assessments. Cllr Currey advised that he had send round a paper regarding these policies and was concerned regarding one of the tables and how the risk had been reached in RM5. Cllr Renwick had gone over the policies with items of grammar etc. Cloud back-ups, website backup, risk on other documents not covered etc to still to looked at. **It was proposed by Cllr Beales and agreed that the Policies RM1 to RM4 should be adopted with Cllr Renwick amendments and for them to be reviewed in 6 months.**

785 Finance: (see report attached)

To review and consider any action necessary

20.1 Annual Accounts 2019/20. The Clerk advised that Cllr Attwell had undertaken his checks and had passed the file to the Internal Auditor and she was hoping to undertake by Monday 6th. The Clerk advised that it would be necessary to hold another meeting to sign off the Internal Audit report and the Agar. **It was resolved for another meeting to be set for Wednesday 22 July at 7.30pm.**

20.2 Monthly Accounts for Payment. **It was resolved for these payments to be made.**

20.3 Money Received. The Clerk advised that no monies had been received.

20.4 Internal Auditors Report. **It was resolved for this item to be taken on the 22 July meeting.**

20.5 AGAR Form. **It was resolved for this item to be taken on the 22 July meeting.**

20.6 CIL Monies & Wish List. **It was resolved for this item to be taken on the 22 July meeting.**

786. Footpaths

Nothing to report.

787. Covid Virus

Standard Item and dealt with in other part of the meeting.

788 Playgrounds

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The Clerk outlined what the Government and the Borough Council had advised re playgrounds, which is really not relevant to Parish Councils. The Clerk advised that she was waiting further advice from NALC/SLCC. **It was resolved for the Clerk to put up new playground signs advising that the playgrounds will remain closed due to Health and Safety and further guidance is received.**

789 Items For Next Agenda

Deferred items from this meeting plus
CIL Monies Grants – Wish List – three months application process
Internal Audit.
AGAR

790 Date, & Place of next meeting.

Parish Council Meeting Wednesday 22 July 2020 at Via Zoom at 7.30pm. General Public to be invited.

Parish Council Meeting Wednesday 2 September 2020 at Via Zoom at 7.30pm. General Public to be invited.

With no further business the meeting closed at 22:35pm.

Gayton Payments 1 July 2020

List of Payments

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque
31	B/T 010720-31	£296.00	£0.00	£296.00	28/06/20	K.J.N. Landscapes -	£296.00
1		£221.00	£0.00	£221.00		Council Litter Picking	
2		£75.00	£0.00	£75.00		Council Bus Shelter	
28	B/T 01..07.20-28	£14.39	£2.40	£11.99	30/06/20	Zoom - Zoom Video Conferencing- June	£14.39
29	D/P 01.07.20-29	£86.80	£14.47	£72.33	01/07/20	Zoom - Zoom Video Conferencing- For the Year	£86.80
30	DD 28.07.20-30	£358.60	£0.00	£358.60	01/07/20	Sarah Bristow - July Salary	£358.60
Total		£755.79	£16.87	£738.92			

NB. Councillors & members of the public, please note that ANY item in consideration of the agenda MUST be with the Clerk 10 clear days prior to the meeting. (Saturdays & Sundays are included for

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ease of calculation, this timescale may change if Annual Leave is being taken, please check with the
Clerk.)

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