

Present

Cllr J Currey (Chair)  
Cllr P Gidney

Cllr A Dewing  
Cllr S Jarratt

Cllr S Renwick  
Cllr C Reeve (8.00pm)

Also, present: The Clerk, Cllr De Whalley & Three Members of The Public

**864 To receive and consider apologies for absence:**

**It was resolved to accept apologies from Cllr Attwell, Cllr Grant and Cllr Beales**

**865 To receive Declarations of Interest**

Cllr Currey gave a personal interest in Correspondence YMCA.

**It was resolved to open the meeting.**

**866 Adjournment of Meeting to allow for public questions.**

No questions

**It was resolved to return to closed session.**

**867 To Receive Councillor Reports**

County Councillor – Cllr Middleton

The Clerk advised that she had not received anything from Cllr Middleton.

Cllr Gidney advised that with the current boundary changes indicated that Middleton Village would no longer be within our ward of the NCC but would be moving over to the Airfield Ward.

Borough Councillors –

Cllr Manning had given his apologies and has given the following report: There is a full council tomorrow, live streamed on YouTube starting at 4.30pm

I attended a virtual meeting via Microsoft Teams of the police and crime panel yesterday and the PCC said he would be holding the usual public consultation about 2021/2 police precept possibly from 14 December for a month. He had wanted to also engage with people in the various county districts as previous but government COVID advice etc will probably make this impossible- so hopes those with smartphones/ computers etc will engage and asks and encourage as many as possible to give their preferences regarding the precept. Basically, the bigger the increase the more the Constabulary can achieve, and there will be approximately a £4m deficit this year. Norfolk police establishment should be up to about 1700 police officers by end of year which is the highest number ever.

Cllr De Whalley advised that there has been a slight delay with regards the CIL Funding grants and it is hoped they will go live in January and be open for the three-month period for Councils to get in their applications.

Cllr De Whalley advised that the time scale for the Local Plan was as follows: 13 January 2021 the Task Group would meet, 23 February Regeneration Group, 16 March it would go to Cabinet and finally on the 8 April to Full Council. The Borough Council hope to get copies of the full

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plan to Parish Council in April/May for six weeks consultation. Cllr De Whalley advised that there would be Greater Weight to Neighbourhood Plans.

The Borough Council are investing in producing a Cycling and Walking Plan and this should go to a Panel Meeting shortly. There is also a bid to Government regarding the High Street regeneration.

Cllr De Whalley apologised that he had only just given the paperwork etc to support Gayton's attempt to get Gaywood Valley in the ANOB.

Cllr De Whalley advised that he had received compliant about agricultural machinery speeding through Gayton. The Clerk advised that they are either speeding or go extremely slow. She advised that she usually get behind them currently whilst undertaking the school run. The corner bends near Grimston from Gayton are not wide enough for the agricultural vehicles and if they meet a car there are issues of reversing etc but if a lorry/bus everything is ground to a halt. This does seriously need looking into. Cllr De Whalley to look further.

Cllr Currey thanked Cllr De Whalley for his report and asked if he knew anything regarding an invite, he had received re Local Plan Review for Wednesday 16 December at 2.00pm via Microsoft Teams. Cllr Currey advised he did not know if it was for the Chair or other Cllrs and was there more than one representative able to attend. Cllr De Whalley advised that he did not know. **It was resolved for the Clerk to contact Mr Gomm at the Borough Council and ask the question.**

## 868. Minutes of Parish Council Meeting held on 4 November 2020

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

### 5.2 Update on Gayton Thorpe Village Sign

The Clerk advised that she had advised by the gentleman that the sign was fine when taken down it was the post that had been rotten. The sign had been left on damp ground and had become rotten. **It was resolved for the Clerk to pay £1200 as agreed and add to this evenings payments and the Sign to be added to the Parish Council's Asset Register and make sure that it was insured.**

### 5.3 To receive report re Noticeboard

Please see report attached. **It was resolved for the Clerk to obtain a quote for back board and two posts which will house the cheaper noticeboard.**

### 5.4 Broadband Connection-

The Clerk advised that she had spoken with Openreach and they assured her that they had only been in the village only two times in the last few months. Cllr Currey advised that they had been to his house three times over a week ago. The Clerk advised that she had seen someone at the exchange on a weekly basis if not more. **It was resolved for the Clerk to ask people who put comments on Facebook if they would mind their concerns being passed to Openreach and James Wilde MP with the names redacted.**

Cllr Currey advised the importance of moving the Finance up the agenda.

## 869 Finance: (see reports attached)

To review and consider any action necessary

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- 6.1 Monthly Accounts for Payment. (please see attached) The Clerk advised that she had to pay all of the monies for the Parish Partnership SAMS as NCC had agreed to refund us the balance. Also, she had received a bill for two padlocks to secure the new SAMS. At a cost of £12.98. **It was resolved for these payments to be made.**
- 6.2 Money Received. The Clerk advised that £1731.21 had been received in a CIL payment from the Borough Council re Sunset View.
- 6.3 Bank Reconciliation November 2020. The Clerk advised that the bank statement was not available, and she would send round as soon as possible.
- 6.4 External Audit Report. This had been received and had been uploaded to the website. The Clerk advised that she had been asked to provide details of accounts going back to 17/18 which had been achieved by a previous External Auditor. Some unpresented items were not taken out of the correct year and as such the Clerk has had to reinstate the 18/19 and 19/20 accounts to take these payments into account.

## 870 Budget Setting

- 7.1 To look at budget for 21/22. The Councillors went through the Budget line by line. There were items that needed further discussion regarding applying for grants and match funding etc. **It was resolved to have a further working group meeting on Friday 11 December between 7-8.**

## 871 Neighbourhood Plan

Cllr Jarrett advised that the group had decided that they needed an Affordable Housing Policy which reflected the Local Housing Needs Survey that was achieved and if possible, site allocation. Cllr Jarrett advised that though there was development planned for the village there was no affordable housing specifically for Gayton People. This would mean asking landowners if they had a site outside the development boundary that they would put forward as a Rural Exception Site. Cllr Jarrett advised that during previous surveys the Community was not in favour of more social housing but there was obviously a need. The number of houses in question is around 8. Cllr Jarrett advised that it was necessary to raise awareness of what Parishioners needed to do to get on the Borough Council housing register. **It was resolved for an agenda item on raising awareness regarding the Borough Council Housing Register.**

The situation has now changed with regarding to the plan going to mock examination and now the plan would need to come to the Parish Council prior to mock examination.

Cllr Currey advised that he was looking forward to reading the plan and hoped that other Councillors had given time to read the documents already received. Cllr Currey thanked Cllr Jarrett for her report.

## 872 Planning Applications and Determinations:

Applications:

20/01848/F Application for Replacement windows and roof renovation at Mill House Litcham Road Gayton. **It was resolved to recommend approval.**

20/01850/F Listed Building Application for Replacement windows and roof renovation at Mill House Litcham Road Gayton **It was resolved to recommend approval.**

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Determinations:

20/01400/F Application for Garage extension, building over and conversion at Jasmine Back Street Gayton. **Granted**

20/00914/F Application for Siting of two timber buildings within domestic garden for business purposes at Acrefield House Winch Road Gayton **Granted**

The Howards Way application was due to go to the Planning Committee on the 7<sup>th</sup> December and as the Council objected and asked Cllr De Whalley to call in. Is there a Councillor who is prepared to speak at the meeting via zoom and also to talk with Cllr De Whalley prior to the meeting. **It was resolved for Cllr Jarrett to speak on behalf of the Parish Council and to talk with Cllr De Whalley prior to the meeting.**

**873 Highways**

- 10.1 NCC Ranger Works. Cllr Jarrett said there was a large amount of ivy over the 30 mph sign in Gayton Thorpe. The Clerk advised that she had been informed and reported. Cllr Currey advised that the keep left sign as you go into Gayton Thorpe on the B1153 on the island as you drive out of Gayton keeps turning so pointing in the wrong way. **It was resolved for the Clerk to report.**
- 10.2 Parish Partnership Scheme –Trod. The Clerk advised that she had asked for a meeting with the Highway Engineer, Cllr Gidney and Cllr Beales on several occasions but still had not received a reply. She advised that she would copy in his boss just in case the Highway Engineer was unwell. **It was resolved for the Clerk to chase.**
- 10.3 Village Footpaths – Cllr P Gidney. Cllr Gidney advised that Vicarage Lane was currently a mess where the instillation of the new duct to the school was being achieved. Cllr Gidney advised that it has proved that around 600mm extra top surface has been added over time and is thicker in places causing a displacement of water.
- 10.4 Back Street – Cllr A Beales. Cllr Beales was not present this evening and he was due to produce a report. **It was resolved for Item to be placed on next agenda.**

**874 Village Matters**

- 11.1 Freebridge Corner – NCC. The Clerk advised that NCC had agreed to put down white lines and advise that work needs to be achieved to the corner before the planned Freebridge development is completed.
- 11.2 CIL Monies – Borough Council Grant – Village Wish List. Cllr Jarrett asked where the list that was being sent round by Cllr Attwell as she has not seen it. Cllr Dewing advised that he had seen it made his comments and past it on to Cllr Beales. Cllr Renwick advised that she was having problems with all her emails just coming into one account and apologised if she had missed it. **It was resolved for Cllr Renwick to ask Cllr Attwell for the list again and work out a system where everyone made comments and then the comments were collated and brought back to the next meeting.**
- 11.3 De-Fib – Cllr Attwell was not present this evening and he was due to produce a report. **It was resolved for Item to be placed on next agenda.**
- 11.4 Noticeboard Please see minute number 868 item 5.3.
- 11.5 Pudding Stones- Cllr Renwick had written a report. (Please see attached). **It was resolved for Cllr Renwick to try and obtain a quote to get all three stones**

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**875. Update on Gayton Village Hall**

12.1 Cllr Beales is unable to attend tonight. **It was resolved for this item to be deferred to the next meeting.**

**876 Correspondence:**

13.1 Letter re Licensing Application for Howards Butchers. The Butchers want to be able to sell alcohol during opening hours. The Clerk advised that they were promoting the ale produced locally. **It was resolved for the Clerk to write to the Borough Council advising that the Parish Council had no objection.**

13.2 YMCA Letter. A letter has been received regarding a youth provision and did the Parish Council think there was a need. It was felt that a youth provision might be beneficial to the village and Cllr Currey agreed to look into what was being offered.

13.3 Regional Flood Survey. Cllr Currey asked if Councillors wanted another meeting to go through the survey to complete as a group or were, they prepared to undertake as individuals. **It was resolved that Councillor would undertake individually.**

13.4 Email from Parishioner concerned regarding the offloading of Harris Fencing etc in the area of children walking to school contravening their Health and Policy Statement advising that no work would be undertaken when children would be moving going to and from school. The Clerk advised that she had made the Manager aware. Cllr Currey advised that he had spoken to the Site Foreman without this knowledge and he was very helpful and was prepared to show Councillors around at appropriate times. Cllr Dewing was concerned that they were parking in private car park spaces that Parishioners were paying for. **It was resolved for Cllr Currey to see the Site Foreman and see if there was another way re the car parking.**

**877 Governance:**

14.1 **Training:** The Clerk advised that she had been attending several Clerk network sessions and NALC Webinars.

14.2 **Annual Risk Assessments.** **It was resolved for this item to be deferred to the next agenda.**

**878. Items For Next Agenda**

15.1 Raising Awareness regarding Council Properties- Neighbourhood Plan  
School Update – Cllr P Gidney  
Report re Back Street -Hedge – Cllr Beales  
Report re Defibrillator – Cllr Attwell

**879 Date, and Place of next meeting.**

Parish Council Meeting Wednesday 6 January 2021 via zoom 7.30pm. Working Party Budget Meeting Friday 11 December 2020 at 7.00pm.

**EXCLUSION OF THE PRESS AND PUBLIC**

To consider passing the following resolution: "That by virtue of the provisions of Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public be excluded during

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discussion of the following business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

**880. Councillors to consider any action re NCC land Vicarage Lane**

**It was resolved for Cllr Beales to ask for a meeting with NCC virtually to take place before the middle of January.**

With no further business the meeting closed at 22.02pm.

**Expenditure transactions - payments approval list**

**01/04/20**

**Start of year**

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque	Start of year
69	B/T 02.12.20- 69	£1,000.00		£0.00	£1,000.00	16/11/20	Modicum Planning - Neighbourhood Plan	£1,000.00
71	DD 28.12.20- 71	£395.31		£0.00	£395.31	25/11/20	Sarah Bristow - December Wage	£395.31
73	B/T 10.12.20- 73	£240.00		£40.00	£200.00	28/11/20	PKF Littlejohn Accounts - External Audit	£240.00
75	B/T 10.12.20- 75	£12.98		£0.00	£12.98	29/11/20	Charles Muff - Padlocks for SAMS	£12.98
74	B/T 10.12.20- 74	£296.00		£0.00	£296.00	30/11/20	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	
70	DD 02.12.20	£12.24		£2.04	£10.20	02/12/20	Freeola Limited - Website and Email Hosting	£12.24
72	D/P 02.12.20- 72	£311.60		£0.00	£311.60	02/12/20	HMRC - PAYE	£311.60
<b>Total</b>		<b>£2,268.13</b>		<b>£42.04</b>				

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**Agenda Item 5.3  
Meeting of 2 December 2020**

**1. Introduction**

I have asked at the last meeting to provide some details of noticeboards that could be purchased as a separate noticeboard for the Gayton Village as the new noticeboard in St Nicholas Close is not big enough to hold all the information need to be advertised for the Parish Council on a monthly basis.

A position of the side of the bus shelter on Lynn Road. I have given details of three separate boards. One is one I have several of at Dersingham and found them to be good watertight boards. This can be wall mounted or attached to posts. One is a more elaborate board which could have the Parish Council's Name on, and it will screw to the bus shelter or other appropriate wall etc. The third and final board is the elaborate board but free standing. I have based on all holding 12 x A4 pieces of paper.

**2. Proposal**

That the Council purchases a new noticeboard of some description and places at a suitable place within the village. Board to be mainly used for Parish Council Paperwork.

**3. Recommendation**

The Council to decided which board is most appropriate and the correct location.

**Agenda Item 10.5: Pudding Stones**

**1. Introduction**

Gayton is lucky to have three pudding stones of historical value that many inhabitants are probably not aware of. They were discovered in 1951 and consist of a sandstone mix with a large number of pebbles and flints set in it.

A 'Pudding Stone' resembles a plum pudding with raisins much like 'spotted dick'. Testing has revealed that these remarkable examples of pre-history are as many as 500 years old and it is thought that they were used, in those days, as a way of marking tracks; a 'signpost'.

Two of these stones are currently in the grounds of Gayton Hall and the third is outside Mill End Cottage, both in Gayton.

**2. Proposal**

The pudding stones are part of Gayton's heritage to which the community should have access. They would need to be protected and secured, say, on a small plinth and set within a metal 'cage', perhaps with a plaque explaining their significance to the village.

A point of interest, perhaps, to show to visitors and your family whilst on a Sunday stroll?

**3. Recommendation**

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The Parish Council is requested to consider and approve the proposal to set the pudding stones together in a suitable location in Gayton village for the benefit of the community.



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