

GAYTON & GAYTON THORPE PARISH COUNCIL

Minutes of an extraordinary, meeting of Gayton Parish Council held on Wednesday 7 April 2021 at 7.30pm via Zoom video conferencing.

Attendees	Cllr N Attwell (NA)	Cllr P Gidney (PGi)
Cllr J Currey (JC) (Chair)	Cllr A Beales (AB)	Cllr S Jarrett (SJ)
Cllr S Renwick – minutes (SR)	Cllr A Dewing (AD)	Cllr P Savage
Cllr C Reeve (CR)	Cllr P Grant (PG)	

Ref	Item	Action by
937	1. Welcome and Apologies The Chair welcomed Councillors, members of the public and the Councillor candidates to the April Parish Council (PC) meeting	
938	2. Declarations of interest AB declared that he knows Chris Griffin who is developing the Echo Wellness Lake in Ashwicken personally so would not be commenting on this planning application. AB also declared a pecuniary interested in the development at Manor Farm and would leave the meeting for this item. Open Forum <ul style="list-style-type: none">• The developer of Manor Farm, David Marsham (DM), explained that it had not been his intention to conflict with the PC and had adopted some of the issues with this application, identified by the PC. DM noted that, in discussion with Estate Agents, he had been advised to put 6 additional houses onto the plot and understood that there might be a perception of greed. DM informed that the gardens had been made smaller to accommodate the additional 6 houses and to make the houses more saleable. Otherwise no further changes have been made to the two sites since the application was turned down summer 2020.• SR queried that DM had previously stated that the Gayton Estate would be retaining most of the houses to let out through the Borough Council (BC). DM explained that sufficient houses will be sold to support the build costs and DM has opened up discussion with the BC to accommodate 9 affordable houses in a Local Lettings Policy (LLP).• JC welcomed the LLP possibility and noted that affordable housing is a serious consideration in the Neighbourhood Plan. DM thanked the Neighbourhood Plan for the opportunity to provide 8 affordable homes under a LLP. DM reported that he has been in discussion with the Ward Family and is happy to share the outcomes of a broader visions discussed between the two parties.• SJ queried that the BC will consider a LLP in this instance because it means the BC will lose access to the houses which will no longer contribute to their target. DM informed that initial indications from the BC seemed positive but the BC does not currently have a policy for a local company to support its backlog. DM confirmed that there are sufficient market houses to make a LLP viable.	
939	4. Councillor Reports 4.1 County Councillor – Cllr Graham Middleton There was no report from Cllr Middleton.	

4.2 Borough Councillors – Cllr Clive Manning (CM) and Cllr Michael De Whalley (MDW)

Cllr De Whalley (MDW) advised that CIL fund applications need to be received by 30 April 2021. There is a full BC meeting 8 April 2021 to discuss two Homes England projects in Hunstanton and Salters Road, King's Lynn. CDW informed that there have been changes to the way Borough Councillor question cabinet ministers; the minister speaks for 50 minutes with 15 minutes for questions. Other highlights included:

- Stuart Dark is responsible for the BC review of Council enforcement of fly tipping
- The planning application for the Wellness Resort in Ashwicken states intention to bring construction traffic through Gayton. Some parts will be pre-fabricated and the loads will be heavy; 40-50 tonnes and, with cars parked on the Winch Road, may not get through. There is a plan to use a temporary route across farm land close to Roys Farm but the large weights may get stuck.
- AB reported that the authority to conduct meetings via Zoom runs out on 7 May 2021 and MDW confirmed that the Borough Councillors are expected to attend the full BC meeting tomorrow, in person.

ACTION: Chair to write to NALC for clarification of this deadline and to James Wild, MP to request an extension of this authority. Chair

Cllr Manning (CM) was unable to attend for personal reasons but provided a report which was read out by the Chair. The highlights included:

- Thanks to BC colleagues for their support with the Echo Wellness Lake in Ashwicken. AD noted that the majority of comments have been negative with only some positive
- CM had concerns with the resumption of face-to-face council meetings and noted that planning meetings would need to be held in a huge room to comply with COVID-19 spacing regulations. CM considers this not to be workable at a local level.
- CM heard the previous evening that that there is a legal challenge in court on 21 April 2021 objecting to the 7 May deadline with a request to Government to establish legislation to continue virtual meetings beyond 7 May 2021. CM advised sending letters to add power to this persuasion.

940 5. Minutes of the meeting held 17 March 2021

5.1 The minutes of the 2 March 2021 had just been issued and would be approved at the next meeting when Cllrs had read them. The minutes of the extraordinary meeting held 17 March 2021 were approved as a correct record.

Matters Arising

- **Council IT requirements – update Cllr Jarrett**
- SJ informed that she will be able to set up the new email provider now that the internet banking issues have been resolved and she will report back to the next meeting.
- JC confirmed that once the cheque book mandate has been updated SR will be a cheque signatory with AD. JC had nominated NA as the

Cllr approved to sign the mandate form which NA accepted.

- **Ashwicken Wellbeing Lake** – the letter drafted by Cllrs has been superseded by the planning application. The PC's response will be discussed at item 09.
- **Letter to TM Browne re Jubilee Hall hedge** – The Trustees of the Jubilee Hall, NA and AB have been corresponding with Freebridge to arrange compensation for the unauthorised lopping of the boundary hedge to the Jubilee Hall field in Vicarage Lane.
- **Co-option of Councillors policy for signature** – The policy had been agreed on 17 March 2021. JC signed the policy which was witnessed by the PC.
- **Letter re flooding to James Wild MP** – the PC had received copies of the letter sent to James Wild with the papers which AB had issued.

ACTION: SR to issue flooding letters, amended as applicable, to Anglian Water, Borough Councillors, the Lead Local Flood Authority, John Pennell of Norfolk ALC and Cllr Andrew Jameson (north Norfolk Borough Councillor) who has a lead role in flooding at Norfolk County Council (NCC) and others as appropriate.

SR

- **Engineering Support Practice (ESP), Ben Hornigold (BH) update regarding survey of flooding in Gayton** – PGi explained that BH would carry out a survey of the drainage systems in Gayton and Gayton Thorpe which would form a written record of the geology of the villages in relation to drainage and potential flooding issues. PGi advised that CIL money is available to support work on flooding issues. ng and drainage authorities.
- BH thanked the PC and advised that he would consider the work in two stages.
 - A scoping study using available data and reports prepared by members of the parish, liaison with the regional officer from the Local Lead Flood authority and Anglian Water to understand the sewage problems
 - Establish details of the water courses in Gayton and Gayton Thorpe and sewer maps to establish what and where they are including the legal side of land drainage and where responsibilities lie.
- Once the problems and the reasons for the problems have been identified actions would be agreed so that there is a resolution of what has to be dealt with.
- BH advised that the work is likely to cost between £2 and £2.5k and he will provide a written quote.

ACTION BH to provide written report and quotation week commencing 12 April 2021

PGI,
BH

- SJ queried whether the PC needed to get additional quotes
- AB confirmed that there is a lot of local knowledge which BH could tap into and Anglian Water has camered its water system. Also the NCC is investigating the groundwater issues on the school site and could share their data. The NCC is considering obtaining a licence to de-water the new school site.

The PC noted the possible need for additional quotes but agreed to make the CIL application for a flooding survey.

941 6. Finance: to review and consider any action necessary

6.1 Monthly Accounts for Payment: the PC confirmed payments to KJN Landscapes for litter picking and cleaning bus shelters and, for the Neighbourhood Plan; Modicum Planning £1.8k and Minuteman Press £678.

6.2 Money Received: JC advised that precept payment is due imminently

6.3 Bank Reconciliation March 2021: The March reconciliation will be provided to the PC at a later date.

942 7 Reports from Working Groups and Areas of Delegated

Responsibilities: Village footpaths, Village Hall including the Trustees, Neighbourhood Plan, Parish Magazine, Hedges

The Parish Magazine: SR reported she will be handing over responsibility for the distribution of The Voice to Dean and Mel Pepper in April/May. Dean is the editor's son-in-law.

Footpaths: PG noted that progress with the building of the school has stalled because the contractor needs to address the de-watering issues over the next five months.

Neighbourhood Plan (NP): The PC had received a report with proposed timescales for the PC review of the NP prior to the 6-week consultation stage. Printed copies will be provided to all Cllrs and it was agreed to hold a review meeting on **Tuesday 27 April 2021 at 7.30pm**. Following the 6-week consultation is the Council 'health check' before final examination. Discussion included:

- JC requested that Cllrs carve out some quality time to read the NP before the review meeting to ensure that they are familiar with the content.
- NA asked how long the NP is. SJ advised that the NP is 150 pages with a lot of photographs and extra evidence. A separate 6-page document listing the policies will be provided for information.
- SJ asked if anyone needed a different format to a printed one. Cllr Grant asked for large print which will be discussed with the printers and SJ offered to research the Office 365 'read aloud' function for Cllr Grant.

ACTION: SJ to look into office 365 'read aloud' for Cllr Grant review of the NP.

943 8. Norfolk Strategic Flooding Alliance Webinar update

Anglian Water slides and clip of closing speech by General the Lord Dannatt

The PC had received the slides prepared by Anglian Water representatives Rob Kelly Regional Water Recycling Network Manager and Jonathan Glerum Regional Flood Risk Manager.

Media clip of Lord Dannatt's closing remarks from the above webinar to be shared with the meeting on screen. The PC listened to Lord Dannatt's closing words at the Flooding Webinar setting out what the flood alliance hopes to achieve. To revisit this, please follow this link: <https://we.tl/t-RQzhGTvabu>.

The PC appreciated that Lord Dannatt is committed to the water management problems in Norfolk and has set up the Norfolk Strategic Flooding Alliance which is a central body to collaborate on resolving the complex issues with water management. Lord Dannatt requested that PCs and the community send their concerns regarding flooding to John Pennell at Norfolk ALC Wellbeing Wellbeing@norfolkalc.gov.uk

ACTION: AB to send flooding letter to John Pennell of Norfolk ALC AB

944 9. Planning Applications and Determinations:

9.1 21/00262/FM East Winch, Gayton, Leziate, Ashwicken Eco Wellness Lake

Cllrs have got serious concerns that heavy construction traffic coming through Gayton could cause damage to manholes, road surface, storm gullies, kerbs and other items, it was proposed that the PC should carry out a photographic survey of the route on Winch Road. This will be a record of the condition of the road before work begins.

ACTION: to take photographs of the manholes, telegraph poles and the gates at the entrance to Gayton to ensure a correct record for replacement if damaged. ?

SJ noted that the **expiry date for comment is 18 April 2021** and that this planning application has been called in by MDW. It will go to planning because it is a major application.

ACTION: NA to draft a letter of objection to this planning application for PC review and to meet the 18 April deadline. The PC is objecting on the basis of the construction traffic being routed through Gayton instead of East Winch which is a straighter route. NA

- SJ advised that the residents group in Ashwicken has stated that traffic and highways problems during construction is not grounds for objection.
- Cllrs considered that this development could benefit the local economy but there was concern at the increase in holiday traffic and Gayton being used as a rat run to the lakes could be dangerous for local children and all parishioners.
- It was noted that a condition survey needs to be carried out, as a condition and should be included as a condition in the developer's (Construction Design Management (CDM) statement.
- It was agreed that the PC would object and request that the aforementioned condition survey be added as a 'planning condition'. AD proposed highlighting a paragraph from the planning application stating that the developer recognised concerns regarding 'damaging' East Winch with its construction traffic. In context with the developer's proposals this mean that Gayton Village may now suffer damage and Gayton has not even been consulted. NA could amend the letter that has already been drafted.

9.2 NCC Traffic Order Gayton 70847 EC4596

- PG observed that the traffic order shows the roundabout and spur but not the pedestrian route and continuation of Vicarage Lane. AB confirmed that the full application still shows the footpath.
- JC expressed concern that the double yellow lines do not reach the houses and are only on a small area. AD informed that yellow lines

could not be put in Springvale because, if the residents objected, it would hamper the planning application. NA noted that Highways only puts double yellow lines when residents complain about parking and AD advised that the lack of yellow lines does not give people the right to park in a residential area and the 'hammerhead' is very close to some of the houses in Springvale.

ACTION: PG to draft the letter and email to Sarah R for distribution. PGi

9.3 19/00694/RMM Manor Farm South and 120/00049/Manor Farm North

- JC reported that the PC had previously objected to these planning applications on grounds of high density in comparison with the surrounding area with the increase to 46 from 40.
- JC and SR expressed concern at the change in nature of the application where a notch has been taken out of the Manor Farm North site.
- PGi was assured that the service road has been widened to accommodate emergency vehicles but observed that many houses do not have garages so cars are likely to park on the roadside which will compromise road space.
- Cllrs agreed that the recent flooding incidents in Gayton and in relation to this site, should be added to the original report to the Planning Dept.
- SJ offered some practical suggestions regarding the layout of the plots which would retain the smaller gardens but improve the overall appearance of this new housing estate. This could also be an exciting opportunity to include more public space into the development so that it is a less dense housing estate, especially in the middle.
- JC considered that comparing this development with another on the other side of the village could be considered unrealistic as the density should compare to that in the Back Street area to avoid it being a ghetto of a totally different nature to the route into it.
- SJ added that this is a good opportunity to build something a bit different with emphasis on green space to make it more 'village-like'. If, for example, density is reduced there could be an opportunity to use the site rather than hard drainage such as natural soakaways and green areas.
- AD agreed that the PC should retain its original objections; recent events with flooding, drains and sewers may be resolved but more hard surfaces and tarmac will only increase flooding issues. AD considered that Estate Agents will always encourage landowners to build as many houses as possible which benefits the Estate Agenda which will get commission on each property sold.

It was agreed that the PC would object to the Manor Farm Planning applications on the same grounds as previously but include concerns that any additional development in Gayton currently has the potential to jeopardise the village drainage system.

ACTION: SR to draft letter to planning inspectorate in line with the PC's decisions above for PC review.

Bywater house – approved

Burbage House – this application would be discussed at the next PC meeting on 13 April 2021.

945 10. 10. Highways - to receive update and consider any action

9.1 NCC Ranger Works – nothing to report

946 11. Affordable Housing Awareness – Cllr Jarrett to report

AB and SJ will update the PC at the Tuesday 4 May 2021 PC meeting.

947 12. Local Investment Board, PC representation – Cllr Beales to report

Cllr Beales left the meeting just before this item and will provide an update on his role on the Local Investment Board and the responsibilities of the Local Investment Board at the next meeting.

948 13. Jubilee Hall Field, Vicarage Lane, Gayton update – Cllr Attwell

NA had recently met a contractor representing CJ Rust in the Jubilee Hall field, following reports of further unauthorised hedge lopping. CJ Rust was clearing away a derelict shed on the Rampant Horse site and the contractor was happy to share information with NA. Mr Wise an Ecologist engaged by Freebridge/TM Brown was there at the time and assured NA that he had checked the hedge close to the old shed to ensure that it was free of wildlife.

- A positive letter has been received from Freebridge which has now raised the opportunity of an allocation of local houses within the Rampant Horse development.
- Cllrs were keen to know that Freebridge will be restoring the field boundary to the Trustees' satisfaction.

ACTION: to invite the Trustees to the next May PC meeting and pursue Freebridge's proposal for a Local Lettings Policy.

JC

ACTION: to include this item on the next Agenda

949 14. Parish Partnership Project: Gayton Road Trod – Cllr Currey to update

JC reported that 50% of the funding has been granted from the parish partnership. This item was deferred to the next PC meeting on Tuesday 13 April 2021.

950 15. CIL money and Wish List – Working group to update – Cllr Attwell

This item was deferred to the next PC meeting on Tuesday 13 April 2021.

951 16. Co-option of Councillor to fill existing single vacancy

16.1 Candidates to give presentations outlining their experience and why they wish to serve as a member of Gayton Parish Council.

The candidates, Tim Desborough, Bob King and Chris Mitchell gave their 3-minute presentations to the PC.

16.2 Councillors to consider candidates before moving to a vote on co-option of one councillor to the vacant position

Cllrs agreed that each candidate had provided a good account of themselves and would be very happy for them to apply for any future Cllr positions.

16.3 Announcement of outcome of co-option vote.

Mr Tim Desborough was summoned to attend and serve on the next Parish Council meeting.

ACTION: JC and SR to present Mr Desborough with the necessary paperwork for signature. JC, SR

952 17. Correspondence - to review and consider any action necessary

- Letter from A Beecroft re Gayton Thorpe Village Sign
- Precise location of New Parish Council Notice Board Nr Vicarage Lane junction

This item was deferred to the next PC meeting on Tuesday 13 April 2021.

953 18. Governance

- 17.1 Training
- 17.2 Risk Assessment Consultancy Contract

Payment of a Neighbourhood Plan invoice and another from NALC would be addressed when JC meets the Parish Clerk who is currently on sick leave for a handover.

954 19. To consider items for next agenda

The meeting had lasted for four hours so it was decided to finish the 7 April 2021 agenda at an extraordinary meeting on Tuesday 13 April 2021 at 7.30pm.

The press and members of the public were requested to leave the meeting to enable the Council to discuss item 14 which was of a sensitive and confidential nature.

955 14. Parish Clerk Sickness Absence - Council to agree operational actions required

Postponed to the 13 April 2021 extraordinary meeting.

The Chair thanked Councillors for their contribution and the meeting closed around 11.30pm.

Date of next meeting: Tuesday 13 April 2021 at 7.30pm via Zoom