



GAYTON PARISH COUNCIL
c/o Hermitage Lodge, The Street, Gooderstone, PE33 9BP
Chair: Mrs S Renwick Vice Chair: Mr A Dewing
Locum Clerk: Mr J Howard



MINUTES OF THE MEETING OF GAYTON PARISH COUNCIL 13 October 2022

1. Welcome from Chair and to receive and consider apologies for absence.

The Chair welcomes all then read a short proclamation.

Apologies were received from Cllrs Gibney, Beales, Atwell and Grant.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensation.

Cllr Dewing declared a connection with the planning application.

3. To receive reports from County Councillor and Borough Councillors (5 Minutes each).

The report from Cllr Manning was presented by the Chair and is to be attached to the minutes. Cllr Moriarty commented on SNAP meetings stating that attendance was poor and encouraged Cllrs to attend to keep them going. Highways has agreed to fit posts on Vicarage Lane and the 'melting road' opposite the garage is on the jobs list. Any change to speed limits on the A47 must be consulted upon. Cllrs felt that businesses should be consulted on these roadworks as they may have a big effect on them. The Borough Council website is posting details of grants available tomorrow and should be read by Cllrs. Warm spaces grants are now available. Residents using oil can now receive a grant from Central Government for £100 and the supplier will make the adjustment. The charity 'Lily' was discussed and details to go in the Parish Magazine.

- Later (posted here for continuity) the Chair advised that the BCKLWN (Cleanup Team) Operations Manager Claire Thompsett and a colleague would attend Gayton on 18 Oct 22 at 4pm to meet with Sarah and family regarding the land adjoining 17 Cedar Way

4. To approve and sign minutes of the ordinary meeting held Thursday 15 September 2022

Approved and signed.

5. Open Forum for Public Participation: an opportunity to hear from members of the public on agenda items. 15 minutes maximum allowed with 3 minutes per speaker.

None.

6. Agenda Items

6.1 To consider appointment of substantive Parish Clerk – Chair

The new Clerk had excellent references and was approved for post commencing on 1 November 2022 with 4 weeks holiday pro rata. Cllr Mitchell and Chair to liaise on supply of a laptop and phone. Purchase approved.

6.2 To update parish council emails – Cllr Jarrett

Cllr Jarrett to hold a Zoom meeting to enable Cllrs to set up the new email accounts. Cllr Currey to discuss access to Council paperwork with Cllr Grant who has difficulty seeing.

6.3 To consider Neighbourhood Plan Regulation 15 Stage – Cllrs Jarrett & Renwick

Comments to be submitted by 1 November 2022 latest. Final submission for Reg 15 to be made by vote at the meeting of Thurs 10 Nov 2022.

6.4 To update progress Bus shelter signs – Chair

Invoice received. Work completed.

6.5 To update on progress Lychgate repairs – Cllr Desborough

Joiner awaiting third party. Cllr Currey to discuss comparison quote with joiner on Winch Road.

6.6 Defibrillators provision and action – Chair

Held over until next meeting. New Clerk to chase.

6.7 To update progress on Playground Risk Registers – Cllr Currie

Cllr Currie has produced a playground risk register and has arranged to meet the volunteer from Gayton Thorpe (GT) regarding the risk register for GT. Cllrs Dewing and Currey to review both playgrounds. Annual inspection company needed to check restored equipment. Quote for repainting to be chased.

6.8 To consider CIL projects 2023 – Chair

Held over until next meeting following working group meeting. New Clerk to chase Andy Wallace from Highways re costings for the Grimston Rd Trod.

6.9 Reinstatement of posts at Vicarage Lane, update – Cllr Gidney

On the NCC jobs list via Cllr Moriarty (above).

6.10 Road outside garage and village shop, Gayton – Cllr Moriarty

On the NCC jobs list via Cllr Moriarty (above).

7. Finance

7.1 To note balance of account on Wednesday 12 October 2022

A balance of £1417.42 was received and noted. One cheque yet to be paid in. Clerk to forward copy of accounts package based on xl spreadsheet. (Please note – a further column for section 137 payments needs to be added).

7.2 To consider payments for October 2022

KJN Landscapes	Litter collection, verges & bus shelter (2 x payments)	£592.00
Plusnet	Services	Usual direct debit
NPower	Electricity	Usual direct debit
BJ	Grass cutting	£93.60
East Coast Signs	Signs	£169.20

Above payments noted and approved.

7.3 To note money received

Interest payment of £19.92 noted.

7.4 To consider quarterly financial projections

To be used in future.

7.5 To decide on the adoption of Unity Trust Bank as the Council's main account.

Decided at last meeting to go ahead. Chair has asked the former Clerk to deliver any outstanding post to her house on Back Street as soon as possible; voicemail message left 13.10.22. Email and hard copy to follow. Council to consider a petty cash system and financial regulations may, therefore, need to be modified. Signatures will be Clerk, Chair, Vice Chair and 1 other Councillor.

8. Planning Consultations

8.1 New Planning Application Consultations received from Borough Council/NCC

- To be presented prior to the meeting

Jubilee Hall Farm - The Council does not support the change from pantiles to slate roofing. As previously stated, the Council do not support the change from tarmac to chippings. Clerk to report to planning.

Janus application – no objections.

8.2 Notices of Decision by Borough Council and County Council

- To be advised at the meeting

None received.

9. To decide on future membership of NALC and NPTS

Clerk to obtain quote for NPTS membership. Cllrs to study NPTS suitability.

10. Reports from Working Groups and Areas of Delegation.

a) Footpaths

Anglian Water not responding to questions. Drainage issues to be chased.

b) Jubilee Hall

Minutes of meeting received and to be forwarded to all Cllrs. The old school may become a community asset which would then allow 6-months' notice to find money for purchase if put up for sale.

c) Parish Magazine

To include the Church Christmas tree festival.

d) Hedges

No comments.

e) Flooding Working Group

No comments.

11. Governance

a) Policies and Protocols, an update

To be revisited the new clerk and reported back to the February 2023 meeting.

12. To receive Items for the next meeting agenda by Thursday 20 October 2022

To include:

- Highways issues including Back Street narrow area problems
- All Cllrs to look into SNAP attendance and form a rota.
- Trod on Grimston Road
- CIL Funding for play equipment.

Further items to be provided by 20 October 2022.

13. Date and place of next meeting: Thursday 10 November 2022 at 7pm, Gayton Jubilee Hall

Agreed.