

# Draft Minutes of Gayton Parish Council

Thursday 7 December 2023 at 7:00pm at Gayton Jubilee Hall

Parish Councillors Present: Andrew Dewing (Chair), Peter Gidney, Susanne Jarratt, John Currey, Also Present: Sarah Watts (Clerk) County Councillor Moriarty, Borough Councillor De Whalley and two members of the public.

## 1. Apologies for absence

Apologies for absence were received from Cllr Beales, Cllr King, Cllr Shilling, and Borough Councillor Anota.

## 2. Members' declarations of interest in items on the agenda

There were no declarations of interest on the agenda.

## 3. Reports from County Councillor (CC) and Borough Councillors (BC)

**County Councillor Moriarty** – The Norfolk County Council elected leader vote will take place in mid-December. If agreed there will be a 5-year rolling plan for pot holes. The election for the leader is expected to take place in May 2025.

**Borough Councillor De Whalley** - The Borough Councils CIL grants open in January and there will be another round in July. Local plan examination will take place in June 2024 with the expectation it will be adopted at the end of 2024.

## 4. Approval of the minutes of the meeting held Thursday 2 November 2023

It was proposed by Cllr Jarratt and seconded by Cllr Currey with all Councillors were in favour of the minutes held on Thursday 2 November 2023 be signed as a true record.

## 5. Open Forum for Public Participation: an opportunity to hear from members of the public

A resident enquired about what will happen to the old School. Cllr Dewing explains that as far as he is aware there is a group of people in the Village who have applied to the Borough Council to make the school an asset of community value but the request has been denied. Most of the site is owned by the Diones of Norwich so the best route would be to contact them. Cllr De Whalley will contact the Diones.

The chestnut trees in the meadow on the estate need to be look at. The Parish Council will invite the estate to attend a Parish Council meeting to discuss this.

There has been a request for the VAS Sign to be put on Back Street. 2 additional Brackets will be needed. Clerk will contact highways.

## 6. Clerks report

The results from the Neighbourhood Plan referendum were 86.6% in favour with 209 people voting in total. The work to the Gayton Thorpe Playground has started. There are still problems with the broadband at the Jubilee Hall.

## 7. Agenda Items

### 7.1 To Consider speeding limit of 20mph through Gayton

Cllr Moriarty met with highways to consider different options to tackle speeding through the village. It is suggested the a 20mph limit may help but highways would need evidence from the Parish Council that it was needed and evidence that the residents of Gayton want it. It is agreed a consultation with the residents is needed. Cllr Jarratt will start putting a questionnaire together

### 7.2 To note email for NCC regarding old school site

This was covered under public participation.

### 7.3 To consider the quotes for installing the two defibrillators.

The clerk received 3 quotes for installing the defibrillators. It is proposed by Cllr Gidney and seconded by Cllr Currey with all Councillors in favour that the Council use Simon Wade Electrical Engineering Services

### 7.4 To consider installing a dog bin between Cedar Way and Hawthorn Road

It is proposed by Cllr Gidney and Seconded by Cllr Currey with all Councillors in favour of installing a dog bin at Cedar Way. Clerk will inform Borough Council and Order the dog bin.

### 7.5 To consider the bio diversity action plan.

It is acknowledged that the Council will need to consider how this can be put in place. Advise and model documents have been received from Norfolk PTS. This will be moved to the next meeting

### 7.6 To consider if the Council is interested in the potential cycle storage grant from the Borough Council.

It is felt this is not needed for Gayton.

### 7.7 To consider which councillors will be added to the bank mandate

The Clerk and Cllr Mitchell have resigned from the Parish Council so will both need to be removed from the Bank Mandate. It is Proposed by Cllr Currey and seconded by Cllr Jarratt with all Councillors in Favour that Cllr Dewing is added to the bank as the main contact until a new clerk is in place and he can submit payments on to the system. There is still a two-signature authorisation in place. Additional signatories will need to be added to the account. This will be on the next agenda.

### 7.8 To consider the requirements for the Neighbourhood Plan printed documents

The Parish Council paid the Borough Council an amount for printing costs. Cllr Jarratt will contact the Borough Council to find out the amount left on the Parish Councils account and discuss at the next meeting.

## 8. Finances

### 8.1 To note balance of account on Thursday 30th November 2023

Current Account	£ 10,092.77
Instant Access	<u>£ 96,590.98</u>
	£106,683.75

The Balance was noted

### 8.2 To consider payments for December 2023

89	Mrs Sarah Watts	December Salary	£690.08
90	HMRC	December PAYE	£186.82
91	Mrs Sarah Watts	Expenses	£82.24
92	ID Mobile	Clerk Phone December 23	£6.00
93	K.J. N Landscapes	Bus Shelter cleaning and litter picking Nov 23	£296.00
94	PlusNet	Broadband	£32.28
95	Armourgeddon Construction	Bus Stop guttering	£395.00
96	Aston Shaw	Payroll costs ending 05/10/23	£72.54
97	N Power	Elec usage Nov 23	£91.85
98	Unity Trust	Quarterly charge	£18.00
99	Aston Shaw	Correction April 22	£41.40

It was agreed by all Councillors to pay all the above invoices

### 8.3 To note Monies received

No monies have been received

## 9. Planning Consultations

### a. New Planning Application Consultations received from Borough Council/NCC

23/02128/F – Ground floor flat roof extension to dwelling at Bramley Lodge, Orchard Road, Gayton, PE32 1PZ. The Parish Council have no objections to this Planning application.

### b. Notices of Decision by Borough Council and County Council

23/01470/F – Construction of detached garage at 47 St Nicholas Close, Gayton, PE32 1QS. PC No Objection – BC Permitted

## 10. Reports from organisation representatives and Working Groups

### 10.1 Footpaths/tree warden representative.

Vicarage Lane is in need of attention. Highways need to be contacted to ensure the work needed is on their schedule as they are encouraging people to walk through the lane to go to the school.

There have been hedges planted at Hills Crest which are now growing over the footpath. The Clerk will contact Freebridge to ask for them to be removed.

The Car park at the playing field can now become very icy when it freezes since it has been resurfaced. The clerk will make enquiries for a grit bin.

### 10.2 Jubilee Hall representative

Nothing to report

### 10.3 Parish Magazine liaison officer

Include possibility of consultation regarding the 20mph limit through Gayton.

### 10.4 CIL July 2023 Working Group

The Girl Guides applied for a CIL grant in July for sheds but they were unsuccessful. It is considered if the Borough Councillors could help them with their grant allocation.

**11 Correspondence**

The spring bulbs have been planted at the village sign.

**12 Items for the next meeting agenda**

**13 Date of the next meeting Thursday 11 January at 7pm at Gayton Jubilee Hall**

**14 Close of meeting**

The Chair closed the meeting at 8:10pm

**15 Closed Session**

The clerk has handed in her resignation to the Parish Council and will be leaving her position on the 31<sup>st</sup> December 2023. The Clerk position has been advertised and Norfolk PTS has been contacted to find out if a locum clerk could be employed until the position is filled.