

Minutes of Gayton Parish Council

Thursday 13 April 2023 at 7:00pm at Gayton Jubilee Hall

Parish Councillors Present: Sarah Renwick (Chair), Andrew Dewing (Vice Chair), Alistair Beales, and John Currey. Also Present: Sarah Watts (Clerk), Borough Councillors Michael de Whalley. There was two members of the public present.

1. Apologies for absence

Apologies for absence were received from Peter Grant, Susanne Jarratt, Chris Mitchell and Borough Councillor Colin Manning and County Councillor Jim Moriarty.

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

Cllr Dewing declared an interest in item 9.1 planning application 23/00464/F due to being acquainted with the applicants.

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

BC Cllr De Whalley – A new Sunday Bus Service for Gayton will be starting on Sunday 23rd April. The Borough Council are due to submit their response to the inspector's questions for the local plan by 28 April. Gayton Parish Council have received confirmation that they have been accepted for the two CIL grants that were applied for.

BC Cllr Manning – Cllr Manning sent a report which was read out by Cllr Renwick. The Parish Council would like to thank Cllr Manning and wishes him well with his retirement.

CC Cllr Moriarty – Cllr Moriarty sent a report which was read out by Cllr Renwick. The report included the government emergency alerts services will be sending a test alert message to all mobile phones on Sunday 23rd April. The service would be used to warn of danger to life nearby. The consultation for the County deal has ended and a decision will be made by full council in December. Trees for Norfolk are now in the third planting season the aim is to plant 1 million trees in Norfolk by 2025.

The Parish Council would like to thank all three of the Councillors for attending the Parish Council meetings and for everything they do to help the Parish Council

4. Approval of the minutes of the meeting held Thursday 9 March 2023

Cllr Beales questioned the wording of item 4. The minutes state the second part of the drainage survey would be discussed under the flooding working group but this was not addressed. It is also noted that no official flooding report for phase one had been received. These two amendments were added to the minutes. All Councillors were in favour of the minutes held on Thursday 9 March 2023 be signed as a true record

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

Cllr Dewing reported on the village litter pick which took place on Sunday 26 March. Cllr Dewing would like to thank all the participants for taking part.

Cllr Beales would like the Council to consider at a later date planting some shade trees along the right of way. Cllr Renwick informs the Councillors of a Coronation Celebration happening in the Church at 10:30 with a Coronation book being available to sign at any time. It is suggested that the Parish Council could donate £50 to the Coronation celebrations.

6. Clerks report

The playground inspection is booked for 12-16 weeks' time. Ryan Hawkins solicitors are in the process of registering Howard's way land with land registry but this could take up to two years. There is a £45 fee to pay to land registry which is coming out of the £15,000. The money is being transferred to us. Cllr Renwick asked if the Council should consider putting a bench on this piece of land. Cllr Beales asks if there is anything in the section 106 for Howards Way.

The Parish Council have been approved for the two CIL grants that were put in in January. The drainage survey for £9,000 and the resurfacing of the car park £24,890. The finances are ready to go to the internal auditor and will be taken to them on Monday 24th April. They will be completed in time for the May meeting. The phone box in Gayton Thorpe doesn't need any repairs. The clerk is waiting for confirmation of a meeting date with the defibrillator company and the clerk is waiting for information on how to apply for the Borough Council defibrillator grant.

7. Agenda Items

- 7.1 To consider the quotes to repair the bus shelter on Lynn Road
Cllr Dewing proposed that the parish council accept the 6mm quote from West Norfolk glass as this is the thickest option. This is seconded by Cllr Beales with all Councillors in favour.
- 7.2 To consider actions list
Cllr Renwick goes through the actions list. The Clerk is working on the 3 defibrillators and applying for the grant. The playground items will be considered after the playground inspection has been carried out. The clerk has given the required distance away from other items for the rocking horse at Gayton Thorpe to Cllr Renwick and Cllr Dewing who will check if the placement is in the correct place. There has been no reply regarding NCC land at Vicarage Lane. The two CIL grants agreements have been signed and will be sent to the Borough Council. The clerk is looking into possible contractors for the repairs needed to the Lych Gate. The Clerk will chase the Grimston Road Trod. Cllr Currey will check all dog bins and put a what3words reference to them. The Clerk and Cllr Renwick will go through all the administration actions.
- 7.3 To update on response re PC acquisition of NCC Land adjacent the new school – Clerk
No Response has been received since the Clerk emailed NCC on 3 April. The Clerk will chase.
- 7.4 To consider working group terms and membership
This will be confirmed at the annual general meeting of the Parish Council next month.
- 7.5 To consider Council membership of NALC and/or NPTS.
After considering both organisations it is agreed to subscribe to Norfolk PTS for the coming year and reassess next year.
- 7.6 To agree a date for the Annual Parish Meeting
It is agreed to hold the Annual Parish Meeting on Thursday 8th June before the ordinary Parish Council meeting. The Clerk will organise a demonstration of the defibrillator. Refreshments will start at 6:30.

8. Finance

8.1 Balance of account on Friday 31st March 2023

Barclays	
Community Account	£ 1,363.23
Business Account	£ 15,687.16
Unity Trust	
Current Account	£33,086.36
Total	£50,136.75

The Balance is noted

8.2 Payments for April 2023

Mrs Sarah Watts	March Salary	£381.01
HMRC	March PAYE	£95.20
Mrs Sarah Watts	Expenses	£43.20
N Power	Elec Usage Mar 23 (Direct Debit)	£40.56
PlusNet	Broadband (Direct Debit)	£32.28
West Winch Parish Council	Clerk Training Spring Seminar	£27.00
K.J.N Landscapes	Bus Shelter cleaning March 23	£296.00
ID Mobile	April 23	£6.00
BHA Consulting	Drainage survey – 2nd payment	£1920.96
Norfolk PTS	Annual Subscription	£535.00

All Councillors were in favour of paying the above invoices.

8.3 Quarterly financial projection

The Quarterly Financial Projections are noted.

Signed _____

Dated _____

9. Planning Consultations

9.1 New Planning Application Consultations received from Borough Council/NCC

23/00464/F – Side Extension to garage at Field Cottage, Back Street, Gayton, PE32 1QR

The Parish Council concluded that due to the extra garage having a flat roof the Parish Council have no objection to this planning application and feel the Borough Council planners should make the decision on planning merit due to resident objection rather than the Parish Council.

23/00188/F – Single-storey rear extensions with porch infill and internal alterations to existing at Acrefield House, Winch Road, Gayton, PE32 1QP.

The Parish Council have no objection to this planning application.

9.2 Notices of Decision by Borough Council and County Council

There were no planning decisions

10. Reports from Working Groups and Areas of Delegation.

a) Footpaths

NCC have made improvements outside the school and the bollards have been put in place. Thanks are extended to our County Councillor for all his help with this. There is a streetlight out at Hawthorn Road Cllr Dewing will send the Clerk the number to report.

b) Jubilee Hall

The Chair of the Jubilee Hall Bob Holden has resigned from his position. The Parish Council would like to thank him for hard work.

c) Parish Magazine

Nothing to report

d) Hedges

Nothing to report

e) Flooding Working Group

Phase 1 of the drainage survey has now been completed and the report has been sent out to all Councillors. Phase 2 of the drainage Survey has been given a CIL Grant. All Councillors are in agreement to go ahead with the second stage of the drainage survey. Cllr Beales will email question regarding the drainage survey to the Clerk.

11. Correspondence

11.1 To consider proposed signage for the primary school

The Primary School would like to put some signs outside of the school. The Parish Council agree that they are happy with the recommended positioning and the Clerk will complete the application form and send to Norfolk County Council

An email has been received regarding site 3 at Howards way which has rubbish and abandoned vehicles on it. The Parish Council will send a letter to the owner asking them to clear the site.

The bridge for heroes has contacted the Parish Council to ask if they could give a 15-minute presentation at one of our meetings. It is agreed to invite them to the July meeting.

12. Items for the next meeting agenda

13. Date and place of next meeting

Thursday 11 May 2023 at 7:00pm in Gayton Jubilee Hall

14. Close of meeting

The Chair closed the meeting at 9:15pm