

# Minutes of Gayton Parish Council

Thursday 8 June 2023 following the Annual Parish Meeting at  
Gayton Jubilee Hall

Parish Councillors Present: Andrew Dewing (Chair), Neil Attwell, Chris Mitchell, Peter Gidney, John Currey and Sarah Renwick. Also Present: Sarah Watts (Clerk), County Councillor Jim Moriarty. There was three members of the public present.

## 1. Apologies for absence

Apologies for absence were received from Susanne Jarratt, Robert King, Alistair Beales and Borough Councillor Baljinder Anota and Michael De Whalley.

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

There were no declaration of interest on the agenda.

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

**Councillor Anota** was not able to attend the meeting but did send a short note. The Independent Partnership has formed an administration and Cllr Anota has been appointed as Cabinet Member for property and corporate services. Cllr Anota and Cllr De Whalley will be working closely together to ensure that ward issues take priority and are meeting to discuss an action plan.

**Councillor De Whalley** was not able to attend the meeting but sent a short note. Cllr De Whalley's responsibilities now include Climate Change, Biodiversity, Energy Strategy, Air Quality Strategy and Active travel including the ferry.

## 4. Approval of the minutes of the meeting held Thursday 11 May 2023

It was proposed by Cllr Mitchell and Seconded by Cllr Currey with all Councillors in favour of the minutes held on Thursday 11 May 2023 be signed as a true record.

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

A member of the public asked if the Village were getting anymore Defibrillators. The Clerk informs them that 3 defibrators will be applied for through a Borough Council grant.

## 6. Clerks report

The resurfacing of the car park should take place within the next 2 weeks. There has been no update on the date work to the Grimston Road Trod will start. The Parish Council has £5,277.24 of CIL money from the Borough Council which has been raised from house building within the Village. £1,674.72 needs to be spent by March 2024 unless the council has a bigger project in mind. There is no update on when the work to the bus shelter will start. The External Audit Forms have been sent off to PKF Littlejohn and the website has been updated. The Playground inspection has been completed. The full report has not yet been received but they have let us know of a couple of issues that need addressing. One with the tractor at Gayton and the other is the wooden bridge at Gayton Thorpe. The Clerk is getting quotes to replace the equipment. CIL grant applications open on the 1<sup>st</sup> July and closes on 1<sup>st</sup> August. Confirmation has been received from the Garage that they are happy for us to put a defib on the wall outside. The grant application will now be completed.

## 7. Agenda Items

### 7.1 To consider if two extra dog bins are needed and where to place them

It is suggested to put on dog bin at the top of Jubilee Hall Lane and the other on Back Street.

The locations of all dog bins will be sent out to all Councillors and Cllr Currey will get the what3words location of the Jubilee Hall Lane location and the clerk will check with the Borough Council if these two locations are able to be collected from.

### 7.2 To consider the removal of the lavender around the Gayton Village Sign

It was proposed by Cllr Atwell and seconded by Cllr Currey with all Councillors in favour of allowing volunteers to remove the lavender and plant spring bulbs. The Parish Council will give up to £25 for bulbs and grass seed. The Parish Council will replace the silver Jubilee plaque.

### 7.3 To update the actions list

The Clerk went through the Actions list. The new defibrillators are continuing and the grants will be applied for. The Clerk is getting quotes for new play equipment. The rocking horse at Gayton Thorpe has been put back in place. The work to the car park will be starting within the next two week. The Bus shelter work will be completed soon. The Lych gate repairs are ongoing. The action list will be updated.

### 7.4 To consider ESP/BHA report and the flooding working group

Cllr Beale has asked some questions regarding the ESP/BHA report. The questions have been emailed to Cllr Renwick and the clerk to answer.

## 8. Finance

### 8.1 Balance of account on Wednesday 30 May 2023

<b>Barclays</b>	
Community Account	£2,039.75
Business Account	<u>£ 687.16</u>
	£2,726.91
<b>Unity Trust</b>	
Current Account	£ 26,158.56
Instant Access	<u>£ 95,500.00</u>
	£121,658.56
<b>Total</b>	£124,385.47

The Balance is noted

### 8.2 Payments for June 2023

22	Mrs Sarah Watts	June Salary	£409.68
23	HMRC	June PAYE	£102.20
24	N Power	Elec Usage May 23 (Direct Debit)	£51.67
25	Plus Net	Broadband May (Direct Debit)	£32.28
26	ID Mobile	May 23 (Direct Debit)	£6.00
27	JKN Landscaping	Bus Shelter cleaning May 23	£296.00
28	P J & B Jones	Grass Cutting May 23	£187.20
29	P J & B Jones	Grass Cutting April 23	£299.40
30	Ashton Shaw	Payroll Services ending April 23	£72.54
31	Community Action Suffolk	Parish Council insurance	£880.22
32	CPRE	Annual Subscription	£36.00

All Councillors were in favour of paying the above invoices.

### 8.3 Monies received

BCKLWN	CIL Grant Drainage survey Part 1	£3,000
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The monies received is noted

## 9. Planning Consultations

### 9.1 New Planning Application Consultations received from Borough Council/NCC

23/00783/F – Installation of 122kWp photovoltaic array and cable to dwelling and outbuildings – Land S of Riverside bungalow and SW of Gayton Hall and Water Features, Back Street, Gayton, PE33 1QR  
The Parish Council had no objections to this planning application

### 9.2 Notices of Decision by Borough Council and County Council

22/02184/F – Install a building mounted vertical wind turbine to the gable end of single storey garage – 3 Howards Way, Gayton, PE32 1WJ – BC Permitted  
23/00188/F – Single storey rear extensions with porch infill and internal alterations to existing – Acrefield House, Winch Road, Gayton, PE32 1QP – PC No objection - BC Permitted  
23/00130/F – Proposed two storey side extension at 2 Manor Corner cottage, Common Lane, Gayton Thorpe, PE32 1WL – PC No objection – BC Permitted

## 10. Reports from organisation representatives and Working Groups

### a) Footpaths/tree warden representative

Overgrown vegetation near the old school has been cut back.

### b) Jubilee Hall representative

Cllr Atwell attended the June Jubilee village hall meeting. This was the AGM which was chaired by Bob Holden who has now stepped down from the chair position. The Village Hall accounts were reviewed. There has been a decline in village hall bookings. The secretary is going to send out a questionnaire asking the village what they want from the Village Hall.

### c) Parish Magazine liaison officer

The clerk will write the article and also send the Bridge for Heroes article.

### d) CIL July 2023 Working Group

A meeting of the CIL working group will be organised as soon as possible.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**11. Correspondence**

**Neighbourhood plan response to examiners questions**

it was agreed that Councillors would read the documents given out by Cllr Renwick and consider the responses proposed by the external Consultant to the Neighbourhood Plan and the NP Steering Group. These are in response to the questions raised by the individual policy questions and representations from David Marsham of Gayton Estate and the Trustees of E Ward.

It was agreed to deal with this via email in order to meet the Examiners deadline of the 27 June 2023.

If a majority of Councillors are happy with the comments, they will be submitted to the Examiner by the deadline of the 27 June. If there is not a majority, alternative arrangements will be made.

**12. Items for the next meeting agenda**

To consider a £25 donation to Bridge for Heroes charity

**13. Date and place of next meeting**

Thursday 13 July 2023 at 7:00pm in Gayton Jubilee Hall

**14. Close of meeting**

The Chair closed the meeting at 9:15pm