

Minutes of a meeting of Gayton Parish Council held on Monday 9th December 2024 at 7pm at Jubilee Community Hall, Gayton

Present: Councillors A Dewing ADW(Chairman), P Gidney, R King, C Martin, A Driver, Mrs M Hayes (Parish Clerk), County Councillor J Moriarty, Borough Councillor M Dewhalley and 1 member of the public.

1. Apologies for Absence

Apologies were received from Councillors J Shilling, J Currey & Borough Councillor B Anota.

2. Members declarations of Interest

None.

3. Reports

Borough Councillor Dewhalley spoke about the next round of CIL funding and the timescales. He also reported on changes being made to the Borough Council planning committees and devolution.

County Councillor Moriarty spoke about the Government white paper and the shift towards centralisation.

He had chased when the highways work opposite the garage was due to be completed and he would report back to the Council when he had further details.

4. Minutes of the meeting held 4th November 2024

It was Proposed (RK) Seconded (ADW) and unanimously agreed that the minutes were a correct record and were signed by the Chairman.

5. Open Forum

Councillor Gidney raised the potholes in Vicarage Lane and County Councillor Moriarty agreed to investigate.

6. Financial Report

6.1 It was Proposed (RK) Seconded (CM) and unanimously approved to pay the accounts listed below:

15.11.24	Simnor	Laptop service		£ 100.00
15.11.24	Aston Shaw	Payroll final payment		£ 76.18
15.11.24	Microsoft 365	Licence		£ 59.99
19.11.24	N Power	Street Lighting		£ 80.73
20.11.24	Contracts and Salaries	Office costs, Salaries, PAYE, stationery		£ 763.51
21.11.24	Gayton Church	Donation car park		£ 500.00
22.11.24	KJN Landscapes	Litter pick, bus shelters, grass	1007	£ 296.00
25.11.24	BT	wi fi hall		£ 32.53
30.11.24	N Power	Street Lighting		£ 94.12

Gayton Parish Council

30.11.24	Unity Trust Bank	Bank charges	£ 6.00
3.12.24	M Hayes	Reimb: Phone top up, Toner, CAN membership, Zoom subscription, Stationery	£ 102.13
Total			£ 2,111.19
Income			
15.11.24	Aston Shaw	Refund	£ 870.13
22.11.24	M Hayes	Repayment salary paid in error	£ 539.03
22.11.24	M Hayes	repayment office costs paid in error	£ 37.48
Total			£ 1,446.64
9.12.24	M Hayes	Reimb Anti-virus sub	£ 15.00
9.12.24	P & B Jones	Grounds Maintenance Nov	£ 323.36
9.12.24	Easyspace	annual renewal email service	£ 377.41

6.2 Late payments – None

6.3 To receive Clerk's financial report – received and approved

6.4 To discuss and approve budget and precept for financial year 2025/26 – The Council had held a pre-budget meeting via Zoom and it was agreed to increase the budget figure to £3000 for play equipment maintenance based on the recent playgrounds report and ongoing maintenance required. The rest of the budget would remain as drafted. It was PROPOSED (RK) SECONDED (ADW) and unanimously approved to set a budget of £32,780.00. The precept in previous years had been higher to cover the cost of various projects but as there were now adequate reserves it was agreed to set a precept of £35,000 reducing the precept by £25,000.

6.5 It was PROPOSED (ADW) SECONDED (RK) and unanimously agreed to approve a donation of £75 towards the Community Christmas meal.

7. Planning

Decisions KLWN Borough Council

24/01505/F – Land at East Walton Road, Gayton – Change of use from agricultural land to dog walking field, new pedestrian access, parking and fencing – REFUSED

24/01874/F – 23 Springvale – Front single storey extension to provide extended lounge and covered porch – PERMITTED

Late application – 24/02135/F – Alterations to dwelling and render of West elevation at Talgarth, Winch Road, Gayton – The Parish Council Support this application.

8. Items for Discussion

8.1 Gayton School Update – No report.

8.2 Middleton School update – No report.

8.3 Old School update – County Councillor Moriarty was asked to contact Children's services to ask the following questions.

- 1) Do they plan to dispose of the area located off the roundabout at 82 Springvale as this piece had been earmarked for disposal previously of which the Parish council had expressed a serious intention to purchase for a community space.
- 2) Is there a timeline currently for the disposal of the old school building on Lynn Road as the Parish Council have serious concerns about its condition. It would be disappointed to see iconic building of Gayton fall into ruin.

8.4 Hedges – There were still several overgrown hedges that had not been cut. It was agreed to try and get quotes for the cutting of the hedge on the South side of the Jubilee Hall field.

The hedge outside no 36 Vicarage Lane was very overgrown. As this property was owned by Freebridge it was agreed to contact them and ask for the hedge to be cut back.

8.5 Drainage Report – There appeared to be some confusion as to what was required from ESP before the final invoice could be paid. As the Clerk had not been involved, Councillor Dewing agreed to contact ESP to clarify and explain what was needed.

8.6 Outstanding Actions – these had been covered earlier in the meeting.

9. Reports from organisations

9.1 Footpaths/Tree Warden – It was agreed to provide the Clerk with details of Parish Council owned trees and their exact locations.

9.2 Jubilee Hall Representative – Councillor Dewing provided an update to the meeting regarding the current situation. Two Councillors had met with two of the hall's trustees, and it was agreed that a meeting would be arranged by the Trustees to discuss the future of the Charity. Councillor Dewing volunteered to serve as a trustee. The financial issues were being addressed, and the accounts would be submitted to the Charity Commission as required. A volunteer had stepped forward to take on the role of Treasurer. There was some confusion regarding the ownership of the hall, and the Clerk was tasked with investigating this matter. It seemed to be registered as owned by the Parish Council, while the Governing documents indicated that it belonged to the Charity.

9.3 Parish Magazine liaison officer – Councillor Dewing would send an article for the next issue.

9.4 Speedwatch Working Group – No report.

10. To consider any applications for co-option – No applications received

11. Clerk's report and Correspondence

- Gayton Estate – hedge cutting – not yet contacted
- Resident re trees – not yet contacted
- Quotes for removal of picnic bench not yet received
- Quotes relating to ladder and climbing frame net on hold as there is now more repair work to be done and it could all be done at the same time
- A decision needs to be made about the fencing quotes for Valentine Lodge – it was agreed to get a further quote before going ahead
- Defibs – the electrician has agreed to install the 2 new defibs within the next couple of weeks. This had not yet been done and the Clerk would chase this matter.
- The play areas were inspected on 2nd December – it was agreed to hold a Zoom meeting to discuss recommended actions and to discuss the position of the goalpost as recommended by the Inspector.

Correspondence

- MAG001 Agenda for meeting 5th December
- Norfolk PTS newsletter
- Cllr Moriarty – new consultation on reduction of lighting in Norfolk
- KLWNBC – Planning application and decision details
- CAN – emails from Community Action Norfolk regarding Jubilee Hall Management Committee
- Email requesting a donation towards Christmas meal – discussed under finances
- Norfolk Police email regarding bogus village hall bookings – this has been forwarded to Jubilee Hall
- CAN newsletter
- Voluntary Norfolk – email asking us to publicise campaign to recruit volunteers in the NHS
- Play Inspections online – full report
- Norfolk Community Foundation newsletter
- CAN newsletter
- Emails from CAN regarding Gayton Jubilee Hall Committee and copy of Governing Document
- Revised drainage report from EPS

12. Date of Next meeting – Monday 6th January 2025