

GAYTON PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT GAYTON JUBILEE VILLAGE HALL ON MONDAY 11th April 2016

Present: Mr R King (Chair), Mr B Anota, Mr A Beales, Mr A Dewing, Mr S Verber, Mr P Grant, Mr P Gidney, Mr S Taylor, Lady Romney, Mr J Currey and Cnty Cllr Coke.

1. Apologies for absence.

Mr P Savage did not attend the meeting.

2. Declaration of Interest – The Councillors will declare any personal or prejudicial interest in any item on the agenda.

Mr Beales declared a pecuniary and personal interest in item 14a as did Lady Romney.

3. Minutes of the Parish Council Meeting held 14th March for approval.

Lady Romney noted that she had given apologies for the previous meeting and it was agreed to confirm this amendment to the previous minutes in these minutes. Mr Grant then proposed that the minutes be accepted as a true record of the previous meeting and Mr Beales seconded this. All agreed.

4. Report from County Councillor and Borough Councillor.

County Councillor Coke addressed the meeting and reported that the County Council had voted to continue negotiating with Central Government on the devolution of services and facilities. He noted that there were still concerns that the money that Central Government proposes to provide to the County Councils for them to provide the services and facilities is not enough to be able to do so adequately. Discussion will continue on this subject and if the County Council agrees to go ahead with devolution it will then decide whether a public consultation is required on this matter.

The Chairman formally thanked Cllr Coke for his assistance in relation to the removal of trees that NPS attempted to undertake in Vicarage Lane recently on behalf of Norfolk County Council which was prevented by the intervention of the Parish Council and Cllr Coke. As a result of this intervention, some of the trees which would have been cut down will now remain. It was noted that NPS was instructed to clear the land as Norfolk County Council intends to submit a planning application for 10-15 dwellings at the site.

5. 10 Minutes Open Forum for Parishioners and report from County Councillor

A parishioner noted that double yellow lines were planned to be used outside the new School, however, pointed out that this would not prevent delivery vehicles from parking in the area as they would be exempt, therefore, creating obstructions in the road.

A parishioner asked whether there is any weight restriction on Winch Road due to concerns that it is not adequate to sustain the regular carriage of heavier vehicles using the road.

6. Review of Planning Committee meeting on 5th April and subsequent site visit and additional meeting where the applications at Manor Farm, Allens Garage and rear of the Rampant Horse were considered.

The Chairman reported that he and Mr Anota had attended both the meeting held on the 5th April and the subsequent site visit and meeting on 8th April. He reported that at the meeting on the 5th April, the Planning Committee had been persuaded to view all three applications in Gayton (Allens Garage, Manor Farm, Rear of Rampant Horse) together given his and Mr Anota's comments on the cumulative impact of the applications on Gayton. This then led to the decision to make a site visit.

Once the Planning Committee reconvened after the site visit on the 8th April, it consulted with the Borough Council's lawyer about how to make a decision on all three applications at once. It appeared that this wasn't possible so all three applications were considered on their own with no reference to the other applications and were all approved. It was also important to note that the Clerk had been advised by a Planning Officer that the Borough's recent calculation to achieve a five year land supply included all three of these applications. The Chairman and Mr Anota expressed their disappointment that despite the clear concern which had been expressed by several residents in the Parish, only one resident of Gayton attended the Planning Committee meetings.

7. Development in Vicarage Lane – the Council will consider recent ground works undertaken by NPS on behalf of Norfolk County Council and whether all of the appropriate surveys have been undertaken

Mr Gidney had noted during the month that NPS contractors had arrived in Vicarage Lane and were starting to undertake some ground clearance work. After this was reported to the Parish Council, he and Mr King worked with Cnty Cllr Coke to halt the groundwork which the contractors had not produced suitable reports for to justify the need to cut down trees. Consequently, several trees which would have been removed have remained and some will be given preservation orders. The Council is now aware of Norfolk County Council's intention to apply to build 10-15 dwellings on the site. The Council agreed that it was very disappointing that it was not informed of the work as a matter of courtesy and also concerned that the work would have been undertaken without the correct documentation in place. It was agreed to write to NCC/NPS to express both the Council's disappointment and concerns and seek clarification.

8. Planning Changes – the Council will consider its response to a consultation on the Government's proposals to make changes to the way planning is dealt with

It was noted that there are several planning changes proposed and the most significant is a marked reduction in consultation with Town and Parish Councils. Within the plans, Town and Parish Councils would only be able to comment on the application at an 'in principle' stage. This only requires the developer to provide information on the location, usage (commercial or residential) and the minimum and maximum possible number of new dwellings. This change is to help speed up the planning process as developers currently have to provide reasonably detailed plans at the Outline Application Stage which is considered time consuming and costly. However, the further proposed changes to the planning process would mean that Planning Authorities would not be obliged to consult with Town and Parish Councils on the next stage of the application; the technical stage, in which most of the detail on the application would be included and which would be the most important for Town and Parish Councils to be aware of and comment on. It was agreed that a full response to the consultation should be made with a strong objection. All Councillors agreed to provide their comments on all questions and the majority response on each would be submitted.

9. Mission statement – the Council will consider whether it should have a mission statement

The Council considered a request that it received in the Open Forum of the previous meeting to consider adopting a mission statement. The Clerk provided examples of mission statements adopted by other Parish Councils. It was noted that these Councils had significantly larger incomes than Gayton Parish Council. In addition, the Clerk reported that there is no obligation for Parish Councils to produce a mission statement and that the list of Powers and Duties of a Parish Council is quite clear. Following a general discussion, Mr Taylor proposed that a mission statement would provide no benefit to the Council and Mr Verber seconded this. All agreed.

10. Additional streetlighting – the Council will consider whether further streetlighting is required in parts of Gayton from a safety point of view with consideration of the cost of installing additional columns.

The Council considered comments from two parishioners from the previous meeting relating to safety concerns due to lack of sufficient lighting on the footpath between Vicarage Lane and Springvale and on Grimston Road. The Clerk had obtained a quotation from the Council's streetlight maintenance contractors for the installation of one new pole. This would cost approximately £1446.89 + VAT. The Council noted its current 'dark sky' policy, the fact that the footpath is the responsibility of Norfolk County Council, and that only two parishioners had currently raised concerns about lack of lighting. It was agreed to give all parishioners the opportunity to comment on whether they feel further lighting is necessary in any part of the village via the website and Voice of the Village and review the responses before considering spending this amount of money.

11. Dog waste bins in Gayton Thorpe – the Council will consider installing a further waste bin in Gayton Thorpe

Mr Taylor reported that Gayton Thorpe does not actually have a dog waste bin and that one would be very appropriate at the crossroads where several parishioners often walk their dogs. The Clerk reported that the cost of a dog waste bin, including fitting and the annual charge to empty it, would be £228.26 + VAT using Wybone to supply the bin. The Chairman proposed that a bin should be purchased at this cost and Mr Dewing seconded this. All agreed. The Clerk will liaise with Mr Taylor regarding delivery and installation.

12. Churchyard Maintenance in Gayton Thorpe – the Council will consider whether it should make a donation to the maintenance following a request from the Parochial Church Council

Mr Taylor reported that a Village Committee currently maintains the Churchyard in Gayton Thorpe on a voluntary basis and cover the costs to do so. He reported that the Committee would like to ask for a donation of £250 to cover the costs. The Council agreed that a donation would not be made without evidence of the costs incurred and that a formal request should come from the Village Committee. Also, since Mr Taylor is one of the volunteers on the Committee, the Clerk advised that he had a pecuniary interest in this item. Therefore, no decision was made and this matter will be considered again once a formal request, supported by relevant receipts, is provided by the Village Committee.

13. Broadband consultation – the Council will consider its response to a consultation on a Universal Service Obligation to ensure broadband is available at a reasonable speed in all households and Government's plans to provide 10Mbps broadband to all Councils

The Council agreed to support the proposals.

14. Planning

a) Applications to consider

Single Storey extension at Honey Pot Cottage, Barrack Yard, Winch Road, Gayton

The Council had no objection to this application

Residential development comprising 40 dwellings to include 8 self build custom dwellings and access at Land At Manor Farm, Back Street, Gayton

Mr Beales and Lady Romney left the meeting before discussion on this application began. The following comments were agreed:

The Council notes that it cannot demonstrate that the adverse effects of this development would outweigh the benefits, according to National Planning Policy. However, it would raise the following issues which it believes should be considered:

- The Council acknowledges that the developer has considered how suitable drainage measures, both for water and sewerage, will be incorporated within the development in this application and has acknowledged that *Anglian Water's existing Water Recycling Centre needs additional capacity for the planned growth in Grimston and Gayton*. The Council believes this application should include the full cost of implementing the improvements required and the timescale for when these will be completed, which should be before the new homes are inhabited.
- Further to the Council's comments on application **15/01888/OM** as follows - *There is often only room for one vehicle to pass at certain points along the road near the proposed entrance to the new development. The new development will increase the traffic movements on Back Street where visibility is also limited because of parked vehicles and is likely to create a congestion problem* – the Council has already highlighted that 40 new dwellings would cause major problems on a small, congested road, but these additional 40 new dwellings, taking the total to 80, which would all have access via a single track entrance on Back Street would be far worse. The Borough Council Planning Officer cannot consider the issue of traffic movements created by the dwellings in this application without taking into consideration the approval recently given to allow 40 new homes to be accessed from Back Street.
- The footpaths along Back Street are inadequate, especially if the new School is built at the proposed new site and several children are walking from the new development to the School along Back Street. The Council believes that improvement of pedestrian access along Back Street should be included as a condition of this application.
- The Council has adopted a streetlighting policy which is against the provision of any routine street or outside lighting and would not like to see any such lighting included in this application.
- The Council is aware that there are several applications that have or will be made for development in Gayton which could lead to the development of up to 150 new homes in the Parish. In these unprecedented times, the Council believes that each developer should be equally responsible for the cumulative effect that each development will have on the infrastructure and general fabric of the Parish. The Council would like the developer of this application to take this into consideration and report on how this has been considered within the application.
- The Council is aware of Norfolk County Councils plans to build a new School at a new site in Gayton, however, is aware that the maximum number of places that would be available at the School would be 210. If each Developer is mindful and cognizant of the other developments occurring within Gayton, they will be aware that there is the possibility that up to 150 homes could be built within the next few years. This will mean that the new School may not be adequate to support all of the families in Gayton. The Council does not feel that development should be permitted where it is clear that existing or proposed infrastructure will clearly not be sufficient and would refer to the

NPPF policy 72 as follows

The Government attaches great importance to ensuring that a sufficient choice of school places is available to meet the needs of existing and new communities. Local planning authorities should take a proactive, positive and collaborative approach to meeting this requirement, and to development that will widen choice in education. They should:

- *give great weight to the need to create, expand or alter schools; and*
- *work with schools promoters to identify and resolve key planning issues before applications are submitted.*
- The Council has spent many years working with Norfolk County Council Highways Authority to try to alleviate surface water flooding which continuously occurs on Back Street. NPPF policy 103 stresses that flood risk should not be increased elsewhere by development. The removal of large areas of greenspace will remove the natural absorption of surface water into the earth which will inevitably run elsewhere in the village before it drains away.

When determining planning applications, local planning authorities should ensure flood risk is not increased elsewhere and only consider development appropriate in areas at risk of flooding where, informed by a site-specific flood risk assessment²⁰ following the Sequential Test, and if required the Exception Test, it can be demonstrated that:

- *within the site, the most vulnerable development is located in areas of lowest flood risk unless there are overriding reasons to prefer a different location; and*
- *development is appropriately flood resilient and resistant, including safe access and escape routes where required, and that any residual risk can be safely managed, including by emergency planning; and it gives priority to the use of sustainable drainage systems.*

Lady Romey and Mr Beales rejoined the meeting.

Dormner extensions to dwelling house at JE Howard Butchers And Delicatessan, Lynn Road, Gayton
Listed Building Application: external repair and internal modifications at Church Farm Cottages, East
Walton Road, Gayton

The Council had no objections to this application.

b) *Decisions received from BCKLWN / NCC*

None

c) *Any applications received after 6th April 2016*

None

d) *Cessation of the provision of paper planning applications* – the Council will consider its options to view planning applications from the Borough and County Council when they no longer provide paper copies later in the year

Since this is a long term issue, the Council agreed to adjourn discussion on this matter until the next meeting.

e) *NCC Local List for Validation of Planning Applications Consultation Draft – for consideration of any comments*

It was noted that this review and consultation is a requirement that Norfolk County Council must undertake every three years at least. The proposed changes, on review, appeared to eradicate duplication between the Local and National Requirements of a planning application validation check and improve the process from an administrative point of view. On this basis, the Council agreed that it had no comments on the consultation.

15 Gayton Playing Fields – the Council will discuss any playing field issues.

It was noted that the grass on the field has now been cut after delays due to the weather. Mr Dewing confirmed that he had looked through the new annual risk assessments prepared by the Council's Risk Management Contractor and felt that they were reasonable. A formal review of the risk assessments by the whole Council will be undertaken at the next meeting.

16 Highways – the Council will discuss any Highway issues including an update on the issue of standing water in Back Street

It was noted that there is a raised manhole cover on Winch Road, approximately 25 metres from the junction of Back Street heading towards East Winch. This will be raised with NCC Highways. Mr Taylor reported that a grate in the road could cause injury to cyclists on the East Walton Road – this will also be reported to NCC Highways. Mr Dewing noted that due to a lot of vehicles parking on the pavement near the newer properties on Lime Kiln Road, vehicles on the road are mounting the verge to get passed and causing damage. This will also be reported the NCC Highways.

Mr Beales confirmed that a meeting had been held with Andy Wallace, Highways Engineer for Norfolk County Council, in Back Street to look at the issue of standing water. Mr Beales confirmed that he was awaiting a written report from Mr Wallace on this matter and will follow up on this

17 Speedwatch – the Council will hear an update on the group's activities by Mr Grant

Mr Grant extended his thanks to Ann Hendry and credited her for the fact that the speedwatch team had restarted. The Council supported Mr Grant in his thanks.

18 Correspondence received since last meeting (see attached schedule).

It was noted that Leziate Parish Council will be holding a planning training session to which Gayton Parish Councillors would be welcome to attend. It was agreed that the possible dates for the session will be circulated and those who wish to attend can confirm.

19 Finance

The current financial standing of the Parish Council will be reported and the following payments will be presented for approval: -

Mrs K Senter	1 month's clerks salary & expenses –	BACS	£	436.42
Karl Weeks	Annual Website admin costs	101530	£	304.99
N/A	CHQ CANCELLED	101531	£	
Norfolk ALC	Annual membership	101532	£	259.49
Norfolk Playing Fields Ass	Annual membership	101533	£	25.00
Jubilee Hall	Hire – March	101534	£	21.00
CGM Group	Grounds maintenance	101535	£	47.65
Norfolk & Suffolk Community Rehabilitation Company	Spreading gravel on pathway	101536	£	90.00
HMRC	PAYE	101537	£	5.80
Eon	Electricity	DD	£	259.64
TOTAL			£	1449.99

Mr Grant proposed that the above payments be made. Mr Taylor seconded this and all agreed.

20 Items for report or Future Agenda

It was agreed to discuss the following at the next meeting:

- i. Future Litter Picks
- ii. Installation of a new picnic bench on the playing field
- iii. Jubilee Hall – update following the AGM

Mr Beales noted that the Council should begin to consider what it would like to use the section 106 monies for which will come from the developments that have just been given permission in Gayton. This will be discussed at the next meeting.

21 Date of next meeting is planned to be 9th May 2016.

Signed by Chairman..... 9th May 2016