

GAYTON PARISH COUNCIL**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT GAYTON JUBILEE VILLAGE HALL
ON MONDAY 13th March 2017**

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

1. Apologies for absence.

Apologies were received and accepted from Mr R King and Mr P Savage. Cnty Cllr Coke did not provide apologies or attend the meeting.

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

There were no declarations of interest.

3. Minutes of the Parish Council Meeting held on 13th February 2017 for approval.

Mr Grant proposed that the minutes be accepted as a true record of the previous meeting and Lady Romney seconded this. All agreed.

4. Report from County Councillor and Borough Councillor.

Bor. Cllr Alistair Beales confirmed that there was nothing of any significance to report further to his report at the previous meeting. There was no report from the Cnty Cllr.

5. 10 Minutes Open Forum for Parishioners.

Some residents who had expressed an interest in taking part in a Neighbourhood Plan Working Party attended the meeting and one volunteer expressed her desire that the Parish Council make it completely clear what any volunteers who join the Working Party would be doing and the level of work involved.

6. Neighbourhood Plan – the Council will decide whether it should create a Neighbourhood Plan for Gayton.

The Council recapped the advantages and disadvantages of creating a Neighbourhood Plan for the Parish. Some Councillors strongly believe that a Plan would help the Community shape future development in the Parish, even down to the types of materials used, although it was queried whether the Plan would soon become outdated if material types were specified in it. The higher percentage that the Council would receive from CIL (Community Infrastructure Levy) monies was also noted as a significant advantage to having a plan. Other Councillors felt that there was still too much uncertainty about the work required, effort levels and cost to produce a Plan for them to make a decision at the meeting. Mr Currey proposed that Mr Gidney (the Parish Councillor who has volunteered to lead a Working Party) meet with the other volunteers to put together a proposal for the Parish Council to consider. The proposal should set out the work that is required and how this will be undertaken along with cost estimates for the whole project. This will be considered at the next meeting. Mr Dewing seconded this and all agreed.

7. New Playing Field Equipment – the Council will hear an update on progress of the project from the Working Party and agree any action required.

Mr Currey reported that the consultation is doing well with 66 comments made online and a further 22 written responses so far. The deadline for responses is 16th April. The link to the consultation online will be posted in the Voice of the Village again and Gayton Goslings have agreed to hand out the paper consultation to parents.

8. Risk Management – the Council will review its procedure for undertaking regular playing field checks.

The Council noted the Insurance Company's guidelines which state that weekly visual inspections of play equipment should be undertaken. It was agreed that the inspections could be less comprehensive than those which have been carried out in the past and a shared document can be updated by all Councillors who volunteer to undertake the inspections. Mr Currey agreed to put together a spreadsheet which can be used to record each inspection and arrange with the Clerk to share this with other volunteers. He also agreed to prepare a rota for the inspections.

9. Streetlights – the council will consider a report from the Streetlight maintenance firm in relation to a streetlight which is beyond repair and agree the action to be taken.

The Council noted a report from the Streetlight maintenance firm that one of the existing lights is beyond repair and needs to be replaced. The company had provided a quotation of £325 + VAT to replace the lamp. The Clerk reported that the cost of converting 10 lamps, which had previously been agreed, was £265 + VAT per lamp. Therefore, Mr Dewing proposed that one of the previously chosen lamps for conversion should be swapped so that the broken lamp could be replaced at no extra cost to the Council. Mr Verber seconded this and all agreed.

10. Community Defibrillator – the council will consider whether to install a defibrillator in the Parish.

The Clerk provided some information on Community Defibrillators to the Council, taken from the Community Heartbeat website. Mr Beales asked that consideration of this item be postponed until the resident who asked the Council to consider this could attend a meeting to discuss further. This was agreed.

11. CPRE request for support to oppose damaging new housing targets – the council will consider supporting this campaign.

The Council considered the CPRE's campaign to stop further housing allocations until existing allocations are met. The Council agreed that this approach would stop development from happening in a smooth, organic way. The Council also felt that this issue is political and would not usually be an area that the CPRE would become involved in. The Council agreed not to support the Campaign.

12. Annual review of Financial Regulations and Financial Risk Assessment.

Mr Currey noted that the Financial Regulations made reference to a three year plan which he was not certain that the Council had in place. Mr Grant proposed that the Clerk would review this and remove this section from the Financial Regulations if it proved irrelevant and they would be approved for the year. Mr Currey seconded this and all agreed.

13. Planning

- a) *Applications to consider*
There were no applications to consider.
- b) *Decisions received from BCKLWN / NCC*
There were no decisions received.
- c) *Any applications received after 8th March 2017*
Application for a lawful Development Certificate confirming implementation of the development defined by planning reference 88/5319 and subsequent approval of reserved matters reference 92/0602 at Land At Winch Road, Gayton
The Council had no objection to this application
- d) *Review the SCI (Statement of Community Involvement) Consultation and agree any comments.*
The Council generally supported the Statement.

14. Gayton Playing Fields – the Council will discuss

- **any general playing field issues**

There were no general issues to consider.

- **Consider a quotation for repairs to the skatepark to stop water lying on the surface**

The Clerk reported that the firm she had contacted had visited the site and felt that they could not do a great deal to alleviate the problem of water laying on the ramps. They had provided a quotation of £185 + VAT to visit the site and attempt to make some alterations but could not guarantee that they would be successful. The Council noted that local users of the ramps had brought their own implements to remove the water from the ramps before they used them. Mr Anota agreed to talk to the regular users and suggest that the Council provide brooms similar to those that were already being used and leave them near the skatepark so that users can use them without having to bring their own.

- **Consider a quotation to raise the swing seats on Gayton playing field.**

The Council considered a quotation but agreed that there is no need to raise the swing seats so did not accept it.

15. Highways – the Council will discuss any Highway issues and any Speedwatch issues.

It was reported that the speedgate on Grimston Road has fallen over in the recent strong winds. There is also a loose manhole cover on Lynn Road near the Old Post Office. Mr Beales confirmed that he would raise these issues with Andy Wallace (Highways Engineer) at their next meeting.

Mr Grant reported that the speedwatch team had been invited to a seminar in Dereham and reported that the main issue raised by attendees is the inability to use the speed gun in a 20mph zone. Questions were also raised of the representative of Westcotec, the supplier of the VAS signs, about why the casing is not water proof and is allowing the wires inside to be corroded. Mr Grant also reported that there had been another volunteer who wishes to join the speedwatch team.

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

The Council noted another price increase notification from Eon Energy.

- 17. Finance – the current financial standing of the Parish Council will be reported and the following payments will be presented for payment: -**

Mrs K Senter	1 month's clerks salary & expenses - August	BACS	£	450.32
Gayton Jubilee Hall	Hire of Hall	101599	£	21.00
HMRC	PAYE	101600	£	9.40
TT Jones Electrical	Street light maintenance	101601	£	69.85
KVT BusinessCare reimbursed	Chalk Spray paint	BACS	£	16.98
TOTAL			£	567.55

Mr Verber proposed that the Council make the payments listed above and Mr Currey seconded this. All agreed.

- 18. Items for Report or Future Agenda.**

It was agreed to discuss a rota and repair schedule for the VAS sign.

- 19. Date of next meeting is planned to be 10th April 2017.**

Signed by Chairman..... 10th April 2017