

GAYTON PARISH COUNCIL

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

Present: Mr R King (Chair), Lady Romney, Mr S Taylor, Mr P Savage, Mr S Verber, Mr P Grant and Mr J Currey

1. Apologies for absence.

Apologies were received and accepted from Mr Aota, Mr Beales, Mr Gidney, Mr Dewing and Cnty. Cllr. Toby Coke.

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 14th December 2015.

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

4. 10 Minutes Open Forum for Parishioners and report from County Councillor.

The Parish Council heard the difficulties experienced by a village resident in regard to drainage problems and the less than satisfactory customer support received from Anglian Water. It was noted that, while the Parish Council has no authority to bring to bear in respect of these issues, the fact that the drainage system is unable to deal with the current level of demands made on it could be brought to the attention of planners considering proposed developments in the area.

A query was raised as to the procedure to notify parish residents of planning applications and decisions in the area. The Chair advised that all parish council meetings are open to the public and the agenda for each meeting is publicised beforehand and parishioners invited to attend. The minutes of each meeting are published following approval and are available on the website and on demand. Planning applications and decisions are available on the Borough Council's website and the comments of the parish council in regard to any applications considered are recorded in the minutes. The Chair also commented that, whilst the Parish Council is invited to comment on planning applications, the Borough Council is not obliged to follow any recommendations and has the final say in any planning decision reached.

5. Churchyard maintenance – the Council will consider increasing its annual contribution towards Churchyard maintenance.

The Parish Council had previously considered the level of annual contribution towards churchyard maintenance within the draft budget for 2016/17 and had noted that an increased donation to towards these costs would not warrant an increase in the precept required. Mr King proposed that the Council increases its annual donation from £200 to £680. The additional £480 would cover the cost of the annual strimming contract which the Council would take on directly in order to claim back the VAT. This increase would be for one year only and further contributions would be considered annually as part of the Council's budgeting procedure. This was seconded by Lady Romney. Mr Taylor proposed that the contribution should remain at the existing level but this was not seconded. Mr Verber made a third proposal that that the Council takes on the strimming contract only for the amount of £480 for 1 year and review at renewal. This was seconded by Mr Savage. The Council then voted for each proposal as follows: -

Mr King's proposal received 4 votes in favour and three against.

Mr Verber's proposal received 3 votes in favour and four against.

Mr King's proposal was carried and it was agreed that the Council would contribute £680 towards the Churchyard maintenance costs in the financial year 2016/17.

6. Streetlights – the Council will consider a quotation from its streetlight maintenance firm to convert its streetlights to LED's.

The Clerk advised that a quotation had been received for £4,565.17 + VAT (including a 1-% reduction) to replace 15 of the Council's 31 existing street lights for LED models. LED lighting is longer lasting, lower maintenance and cheaper usage. It was noted that the Council would need to use money from its reserves in order to convert some of the streetlights. Since there were several questions around the conversion and a lot of information to absorb, it was decided that the information should be circulated and any questions asked before the next meeting in order that a decision on whether to convert or not can be made at the February meeting.

7. Precept for 2016/17 – the Council will consider a draft budget and discuss the possible precept requirement for 2016/17.

The level of the precept had been considered at a previous meeting and so Mr King proposed that the should remain at the same level as for the financial year 2015/16. This was seconded by Lady Romney and agreed by all.

8. Jubilee Hall – the Council will hear an update from the Trustees

Mr Verber advised that he had ascertained that the Jubilee Hall accounts for 2014/15 had not been submitted to the Charity Commission. The Charities Commission had advised that if action to submit the accounts is not taken as soon as possible then the Jubilee Hall will be removed from the register of charities and lose its charity status. The Parish Clerk agreed to help audit the accounts in order for them to be submitted to the Charities Commission. Mr Verber also advised that, when checking through the paperwork, he realised that there was no Deed of Governance on file. It was agreed to check the Council's paperwork to see if there is a copy in its records. Mr Verber also advised that the new Committee had still not properly and formally been registered as the new Trustees of the Hall. It was hoped that this would be resolved soon.

9. NCC Budget cuts – the Council will agree whether it has any comments on NCC's proposed budget cuts to save £111 million between now and 2019.

It was agreed that the Parish Councillors should consider the response given by other parish councils and then to decide which areas are relevant to Gayton, however, it was noted that the deadline for comments is 14th January.

10. Planning

a) Applications to consider

Remove existing conservatory and install new extension to rear of the house at Plumford House, Winch Road, Gayton.

There were no objections to this application.

Retrospective application to block up two internal doorways to return dwelling to two separate dwellings at Cherokee Cottage, Brick Yard Lane & Corner Cottage, Old Norwich Road, Gayton Thorpe

There were no objections to this application.

b) Decisions received from BCKLWN / NCC

None

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

Outline application for three new dwellings at Jubilee Farm, Jubilee Lane, Gayton

The Council agreed the following comments:

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 believes the developer should include a report indicating how suitable drainage measures, both for water and sewerage, will be incorporated within the development in this application. The Council believes the report should include the cost of implementing the improvements required and the timescale for when these will be completed, which should be before the new homes are inhabited.
- The Council feels that an assessment of the un-adopted road and its suitability should be included as the number of properties that would be accessed via the road if all current applications at this site are approved would rise from three dwellings to eight which will significantly increase traffic use of the road. Consultation with the long established abattoir business which uses the road for commercial purposes should also be undertaken to ensure that additional traffic movements for the new residential dwellings do not impinge its ability to operate effectively.
- 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 development.
- 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 will 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

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

Mr Taylor advised that he would send on the list of playing field checks to the Clerk but that there were no significant issues to raise.

12. Highways – the Council will discuss any Highway issues.

It was noted that several pot holes have appeared on Wells Wondy Lane in addition to damage to the water draining groups along the side of the road caused by large machinery mounting the verges and crushing them.

It was noted that the cross roads into Gayton Thorpe is still regularly flooded. The Council acknowledged that NCC Highways had under take some work here in the past in an attempt to deal with this issue but it is still occurring. The Council will request an update from NCC Highways.

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

The Council noted with disappointment the letter received from the Borough Council in response to its letter asking for assurances about how the cumulative impact of several developments within Gayton will be managed. The response from the Borough Council focused only on improvements to the water drainage and sewerage infrastructure and did not answer the question posed. It was agreed to write another letter making it very clear what the Council required an answer on and it was also hoped that a Borough Council planning officer could attend the next meeting to discuss this further.

It was noted that the NCC Officers dealing with the proposed new School site had offered an informal meeting to members of the Parish Council and School's Governing body before the next public meeting is held to discuss the plans. Mr King noted that any Councillor who wished to attend would be there as a representative of the Parish Council, however, as no decisions would be made at the meeting, there would be no need for any Councillor with an interest to declare this, although the Clerk advised it would be wise to make any interest any Councillor had clear to all.

14. Finance

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

Mrs K Senter - Clerk's salary	Clerk's salary	BACS	£	431.32
Jubilee Hall	Hall hire	101515	£	21.00
HMRC	PAYE	101516	£	6.40
KJN Landscapes	Litter picking Oct, Dec, Nov + bus shelter cleaning	101517	£	630.00
TT Jones Electrical	Electric light maintenance & repair	101518	£	453.48
		TOTAL	£	1,542.20

Lady Romney checked and verified the bank reconciliation.

Mr Verber proposed that the above payments be made. Mr Savage seconded this and all agreed.

15. Items for report or Future Agenda

Mr Grant reported that the Speedwatch group would require somewhere to meet in order to deal with new members joining the group. Lady Romney offered the Garden Room at Gayton Estate as a venue for the group to meet.

16. Date of next meeting is planned to be 8th February 2016.

Noted

Signed by Chairman..... 8th February 2016