

**GAYTON PARISH COUNCIL****MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT GAYTON JUBILEE VILLAGE HALL  
ON MONDAY 13<sup>th</sup> June 2016**

**Present:** Mr B Anota (Vice-Chair), Mr A Dewing, Mr P Grant, Mr S Taylor, Mr J Currey and Mr P Savage.

**1. Apologies for absence.**

Apologies were received and accepted from Mr B King (Chairman), Lady Romney, Mr Verber, Mr P Gidney and Mr A Beales. Cnty Cllr Coke did not attend the meeting or provide a report.

**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 9<sup>th</sup> May for approval and the Extraordinary Meeting held on 23<sup>rd</sup> May 2016.**

Mr Gidney proposed that the minutes be approved as a true record of the previous two meetings and Mr Dewing seconded this. All agreed.

**4. Report from County Councillor and Borough Councillor.**

There were no reports from either the County Councillor or Borough Councillor.

**5. 10 Minutes Open Forum for Parishioners.**

A parishioner commented that the agenda was not available on the website. The clerk explained that the website coordinator was on holiday and whilst, ideally, the website should be updated every month, the Council relies on the coordinator to update the website the majority of the time on a voluntary basis. This suits the Council by keeping expenditure down but sometimes does mean that these circumstances will arise.

Play equipment for children was raised given the possibility that the equipment at the current School would not be available any longer when the new School, if it is built, is in place. The Council has already been asked to consider new equipment for toddler aged children and these comments would be considered within discussion on this topic in item 10 of the agenda.

A parishioner asked whether the 30mph repeater sign on Grimston Road outside the old shop could be moved further down the road, outside number 11 Grimston Road.

**6. Annual Audit – the Council will consider approving the Annual Audit document for submission to the Auditors.**

After the Council examined the document, Mr Savage proposed that it be approved and submitted to the external Auditors and Mr Grant seconded this. All agreed.

**7. Annual Review of Complaints Procedure.**

After reviewing the Complaints Procedure, Mr Dewing proposed that no alterations were necessary. Mr Currey seconded this. All agreed.

**8. Annual Review of Code of Conduct.**

After a brief discussion around the treatment of non-pecuniary interests, Mr Taylor proposed that no alterations are necessary to the document and Mr Savage seconded this. All agreed.

**9. Additional Streetlighting – the Council will consider all responses received and decide whether to pursue the installation of additional streetlighting.**

The Clerk noted that six comments on streetlighting had been received from parishioners in total and that three were for additional streetlighting and three were against. The Chairman suspended standing orders to allow a comment from a resident of Grimston Road confirming that there had been no complaints about an ornamental light in her garden which provides light to pedestrians on the footpath. Standing orders were reinstated and it was noted that the lack of complaint about the light did not mean that all residents of Grimston Road were grateful for it. After some discussion, Mr Currey proposed that the Council review the issue in December when streetlighting is more relevant. Mr Taylor seconded this and all agreed.

**10. New Play Equipment for toddlers – the Council will a request from parishioners for play equipment specifically for toddlers to be installed at Gayton playing field.**

The Council discussed this issue, noting that a petition had been signed by several parishioners supporting the need for additional play equipment, specifically for toddlers, and also took into account the comments made in the Open Forum about the possible loss of the equipment at the current School and the need for further play space, as a whole, if all of the development planned for the Parish goes ahead. The Council then discussed what plans might be included for a recreation area at the Manor Farm development site and whether the Section 106 agreement for the site could be used to provide toddler play equipment. Mr Dewing proposed that the Council contact the developer in the first instance to understand the plans for the site before considering installing new equipment on the current playing field. Mr Grant seconded this and all agreed.

**11. Centenary Fields – The Council will consider nominating the playing fields in Gayton and Gayton Thorpe to be dedicated as a Centenary Field.**

The Council considered the possibility of registering the playing field as a Centenary Field. This is a project run by The Royal British Legion and Fields In Trust to secure recreational spaces in perpetuity, in honour of the memory of those who lost their lives in the battle of the Somme. The scheme aims to safeguard recreation areas for years to come. The Council considered whether this extra level of protection for the field is necessary since it is registered as belonging to the Council with the Land Registry. The issue of whether the land could be developed under a Compulsory Purchase Order was raised and the Clerk will look into this. The Council then agreed to revisit this at the next meeting.

**12. New Electricity Cable laying in Lynn Road, Orchard Road and Lime Kiln Road – the Council will consider whether a meeting with the contractors to discuss the disruption the works may cause.**

The Council had previously been advised of the work necessary to remove the overhead power cable but since a meeting with the contractor has been offered, Mr Anota and Mr Grant volunteered to do this and will report back at the next meeting.

**13. Planning**

*a) Applications to consider*

Single storey front extension at 11 Springvale, Gayton

The Council had no objections to this application.

Outline Application: Construct new dwelling in plot adjacent to St. Winifred's, Lynn Road, Gayton

The Council had no objections to this application.

b) *Decisions received from BCKLWN / NCC*

There were no reports received.

c) *Any application received after 8<sup>th</sup> June 2016.*

Construction of 15no. new dwellings and 2no. barn conversions at 3 Church View Lane, Gayton

The Council considered this application and agreed the following response:

Gayton Parish Council objects to this application for the following reasons:

- It represents overdevelopment. The Council notes the Borough Council's Core Strategy Policy which ensures that '*locally appropriate levels of growth take place in selected Key Rural Service Centres*'. Since Gayton has recently seen development for 88 new dwellings approved in the Parish when the Site Specific Allocation document provides a number of 23 as an expression of housing numbers for development over the next 15 years as being appropriate for Gayton, it is clear that any further development would be inappropriate according to the Core Strategy.
- Insufficient access to services and facilities – the Core Strategy says that '*everyone should receive quality services that meet their needs*'. There are no significant infrastructure improvements or plans to build additional facilities like Surgeries or shops to meet the needs of any new resident to the Parish. Therefore, not everyone will receive quality services to meet their needs.
- Insufficient Water and Sewerage System – it is clear that the current system is insufficient to cope with the existing demand on it; therefore, further development should not be approved unless a full and detailed plan to improve the system is included within the development and these improvements are undertaken before any new dwellings are built.

d) *Site Allocation and Development Management Policies Plan – additional changes for consideration.*

Since the document was not available at the meeting, the Clerk gave a summary of the additional changes, which were not related to Gayton, and it was agreed that the document would be circulated amongst Councillors after the meeting for review.

**14. Gayton Playing Fields – the Council will discuss any playing field issues including the siting of the new bench.**

It was noted that 1/3 of the skatepark is covered in standing water for some time after rainfall whereas the other flat section is not. The Council agreed to contact the manufacturer regarding this.

Mr Dewing proposed that the Council keeps the existing bench on the playing field and install the new one in line with swings and the new slides. Mr Grant agreed to meet Nigel Drew at the playing field to confirm the positioning when the bench is ready to be installed.

**15. Highways – the Council will discuss any Highway issues and Mr Beales will provide an update on future repairs to Winch Road.**

It was noted that there is a protruding manhole cover on Winch Road and that the flooding on the road outside Gayton Estate has only partially been dealt with. There was no report from Mr Beales as he did not attend the meeting.

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

The Council noted a letter from Norfolk County Council indicating that a Public Consultation will shortly begin on the Council's proposals to increase the school places available in Gayton following its application to build a new school.

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

Mrs K Senter	1 month's clerks salary & expenses –	BACS	£	436.42
Norse Eastern Ltd	Planning stationery	101545	£	30.00
Gayton PCC	Contribution to churchyard maintenance	101546	£	200.00
CGM	Playing field maintenance	101547	£	47.65
KVT BusinessCare Ltd	Half phone bill, stationery etc	101548	£	44.57
PJ & B Jones Ltd	Strimming in churchyard	101549	£	144.00
C J Reeks	Internal audit	101550	£	85.00
Gayton Jubilee Hall	Hire of Hall	101551	£	42.00
TT Jones Electrical Ltd	Street light maintenance	101552	£	87.04
HMRC	PAYE/NI	101553	£	6.00
<b>TOTAL</b>			<b>£</b>	<b>1,122.68</b>

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

**18. Items for report or Future Agenda.**

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

- New School place consultation
- Centenary Fields Project
- Additional Play Equipment at the playing field
- Speedwatch
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**19. Date of next meeting is planned to be 11<sup>th</sup> July 2016**

Signed by Chairman..... 18<sup>th</sup> July 2016