

Minutes of the Meeting of Gayton Parish Council held on Wednesday 1 November 2017 at 7.30pm at the Jubilee Hall, Gayton.

Presents Cllr J Currey Cllr P Grant Cllr P Savage Cllr P Gidney
 Cllr S Verber Cllr A Dewing

Also present: The Clerk & 3 Members of the Public.

With Cllr Anota giving his apologies Cllr Currey took the Chair.

37 To receive and consider apologies for absence:
It was resolved to accept apologies from Cllr Anota, Cllr King, Cllr Romney, Cllr Beales & Cllr Taylor.

38 To receive Declarations of Interest
None Received.

It was resolved to open the meeting.

39 Adjournment of Meeting to allow for public questions
No questions from the public.

It was resolved to return to closed session.

40. To receive a Report from The Borough Councillor.
Cllr Beales had sent his apologies and no report received.

41. To received a Report from the Cty Cllr Middleton.
Cllr Middleton was not present so not report was received.

42. Minutes of Gayton Parish Council Meeting held on 4 October 2017.

It was resolved to approve the minutes and for the Chair to sign as a true record:

43. Matters arising from the minutes
No matters received.

44 Planning Applications and Determinations:

Applications:

17/01530/F Variation of Condition 2 of Planning Permission 16/01521/F To Install Air Source Heat Pump rather than approved Ground Source Heat Pump at The Old Workhouse, Eastgate Drive, Gayton. **it was resolved to recommend approval.**

Cllr Gidney advised that he had attended the Planning Inspectorates enquiry regarding the building of 50 houses on Land To the North of St Nicholas Close. Gayton Cllr Gidney explained that the Inspector would release his decision by the 22 December. Cllr Gidney advised that it was mainly to try and prove that

Signed:..... Chair Date:

These minutes are unconfirmed until approved by full Council and signed by the Chairman

the Borough Council does not have their five-year land supply. Cllr Gidney said that the Inspector was reminded that several Neighbourhood Plans were currently being developed, and there had been a call for sites and all this work might be lost if the five-year land supply was deemed not to be available.

45 New Playground Plan

Cllr Currey explained that a Group was formed 10 months ago to look at the provision of playground equipment for the younger children. Three firms have been asked to quote to undertake the project. There has been a lengthy consultation process with possible users groups. Cllr Currey reported that there was not a firm favourite with aspects of all plans being liked. Cllr Currey had gone back to one of the firms to check if modifications could be made within budget. The modifications were an extra balance beam, an improved train and additional landscaping of the spoils. The firm had come back saying that it was tight but could just about come within the budget. Cllr Currey advised that this was all down to being successful with grant funding. Cllr Currey advised that the next deadline for a Wren Grant was the in December. **It was resolved for Cllr Currey to apply to Wren for a grant to undertake this project.**

46 Playing Field

Cllr Currey advised that he had been checking the playground but not necessarily recording the checks. Cllr Currey advised that he had now modified the report so that a months checks could be recorded on one form. Cllr Currey advised that there were only a couple of minor items needing attention, which he has now completed regarding the Gayton Field. Cllr Currey advised that some non-urgent work was needed on Gayton Thorpe Playground, which he would address at the next meeting when hopefully Cllr Taylor would be in attendance.

Cllr Savage said that he had found several lots of clothes on the playing field including a whole bag of school uniform which he had inform Cllr Anota to and had been removed. Cllr Currey felt that the clothing was to help dry up the skatepark. Cllr Currey advised that he felt that a drain under the skatepark was needed to drain the water to a soak away. Cllr Savage said that the squeezeys have never been in place. **It was resolved for Cllr Savage to check and get them in place.**

It was resolved to open the meeting to allow members of the group to speak.

47. Neighbourhood Plan – Update

A Representative read out a report from the Steering Group advising the Council that a consultant Mrs Rachel Hogger had been employed to help the group. The group are currently working on Character Assessments and can be seen walking around the village taking notes and photographs. The group are also working on Community Engagement and are planning workshops and talking with village groups, and putting information into the Parish magazine.

Cllr Currey asked if they were currently running to schedule. The Representative advised that the schedule was somewhat elastic but were hoping to hold the workshops in January/February time, which is on schedule.

Signed:..... Chair Date:

These minutes are unconfirmed until approved by full Council and signed by the Chairman

Their Finance Representative advised how he felt the claiming of money from the Parish Council re the grant money could be achieved and handed round a spreadsheet. This round of the grant needed to be spent by the 3 March and if there was still money left then this needed to be refunded but would go back into the pot of £9,000 and could then be applied and reallocated. The Financial Representative advised that he had checked and up to £500 could be moved around within the budget but any larger sums would need their prior approval.

Cllr Currey was concerned regarding the possible overspend and not having enough money to complete the plan. Cllr Gidney advised that he felt because of the regular updates by the Financial Representative and the Clerk’s details this was very unlikely to happen. Cllr Verber advised that the Council had decided from the start that the Council were not going to micro-manage. The Clerk advised that she would require invoices for her records and did the group feel that waiting for a Full Council meeting for the invoices to be paid would be a problem. The Financial Representative felt that this arrangement should be fine. The Clerk asked regarding VAT. The Financial Representative agreed to check and forward the Clerk the relevant details in the acceptance letter.

It was resolved for the council to return to closed session.

Cllr Currey asked if all Councillors were happy for this arrangement, where the Clerk put the payments on the agenda and makes the payments and the group updates their spreadsheet and makes available to the Council’s meetings. Everyone in favour. **It was resolved for this to happen.**

48. Village Hall Broadband Provision

Cllr Verber advised that there would be no instillation charge and no equipment charge and would be £20.50 per month. Cllr Dewing asked why it was necessary to have broadband and he did not feel that the Council should be paying for broadband for the hall. The Clerk advised that plans could be downloaded and brought to the meeting but if any other information was needed from the portal it was not possible without an Internet connection. The Clerk advised that could a dongle work if a signal could be achieved. Cllr Verber advised that he was asked to find out the cost of the broadband, but the hall are not asking for it and currently do not have any users who have asked or would be interested in using. **It was resolved that the members present did not feel that broadband was necessary but do to Cllr Beales who had raised the item not being present this item to be deferred to the next meeting.**

At this point Cllr Gidney left the meeting and the Clerk advised that the meeting could not continue, as the Council were not quorate. The following are notes from discussions.

Meeting Closed at 8.02pm.

IT Kit for PowerPoint and Planning Applications.

The Clerk handed round details of several projectors at different price ranges. This item to be placed on the next agenda.

Signed:..... Chair Date:

These minutes are unconfirmed until approved by full Council and signed by the Chairman

**Highways
- Ranger Works**

Cllr Savage advised that the Bollard on the junction had been hit again and was currently lying flat on the pavement. The Clerk to report to NCC Highways.

Speedwatch/VAS Sign

Cllr Dewing felt that the VAS sign was not working correctly and was recording the speed of vehicles outside the 30mph limit. Cllr Dewing to speak with Cllr Anota regarding this.

Cllr Grant advised that the Speedwatch Team was very low in numbers and would have to fold if more volunteers cannot be found. Cllr Grant said that he had written a piece for the parish magazine as he did not want to lose the camera as there was several villages on the waiting list.

Cllr Grant also advised that a representative from each Speedwatch Team had been invited to a special meeting being held by the Chief Constable. Cllr Grant to report back after the meeting.

Police Restructuring 2020 – SV

The Clerk advised that she had attended the Police meeting prior to this meeting. The Clerk advised that a PCSO costs more than a Police Officer for the first five years. The PCSO cannot work after 12 at night and before 7 in the morning, they cannot be deployed outside their area, cannot arrest and cannot drive on blues. There are currently 15 PCSO's in the King's Lynn & West Norfolk area. There will be 11 new Police Officers brought in. Some PCSO's around 1/5 will join up to train as a Police Officer. This means that there should be a smooth transition. Out of this 11 new Police Officers there will be allowed there to be two more Sergeants and these Sergeants will be allocated an area and they will act as beat officers and will be the liaison with the Parish Council. They have the ability to call on other teams when necessary. There has been a 22% increase in traditional crime but it is now recorded differently but there has been a 360% increase in electronic crime. More Officers will be placed into this group targeting this type of crime. There are also border teams stopping criminals from coming across the border and suspected people are being stopped on a regular basis. If the Parish Council has a concern they can request a Police Officer to attend their next meeting so that situation can be discussed.

NALC Membership.

The Clerk advised that she is not receiving procedure updates from NALC do to not been a member. What organisation does the Council subscribe to get these updates. Cllr Currey thought that the newsletter was received. The Clerk advised that all Council's receive the newsletter but this does not give you the procedural updates. There was currently a consultation regarding updating disqualification criteria for Councillors. The Clerk to go back through the accounts and look for any subscription payments.

UK Power Networks – Orchard Road, Gayton – Wayleave Agreement

The Clerk advised that UK Power Networks were seeking permission to move the overhead cable, which runs across the playground. The Clerk to contact

Signed:..... Chair Date:

These minutes are unconfirmed until approved by full Council and signed by the Chairman

them and get the address changed on the agreement and ask if it can wait until the next meeting.

Drop Box

As no passwords or access codes were available this item to be placed on the next agenda.

Gayton Thorpe Playground Grasscutting

Item to be deferred until next meeting.

Review Contracts Tender Process.

Item to be deferred until next meeting.

Correspondence:

- a) Email from RoSPA re Playsafety Outdoor Playground Inspection Training Courses 2018
- b) Letter from Inspector J Bane Re Police, Norfolk Restructuring 2020 Meeting.
- c) Email from NCC re Meet the Leader Meetings
- d) Letters/Invite CPRE Monday 27 November 7.15 to 9.00, Dereham Memorial Hall.

The following list of correspondence can be viewed by arrangement with the Clerk.

- a) .
- a) Letter From CGM Re Ground Maintenance
- b) Any

Accounts for payment

Jubilee Hall –Room Hire – (September)	101619	21.00
TT Jones – Streetlight Maintenance – (September)	101620	34.64
P.J. & B Jones Ltd (September)	101621	72.00
E-On Energy Electricity	DD	333.42
Peter Gidney – Neighbourhood Plan	101622	48.48
Nigel Drew – Skatepark Repairs	101623	12.50
K J N Landscapes	101624	750.00

These payments to be deferred until the next meeting.

Banking Arrangements

The Clerk advised that at the present time she did not have access to the bank accounts and had ran out of cheques. She could not request a new cheque book, as she was not an Officer. Barclays use a 3rd party to scan their mandates and the 3rd party will only scan one side of paper, the mandate had sat for three weeks after being scanned only to be sent back to scan the missed pages. The Clerk had been advised that it should be completed on the 3rd November.

Payment Received

None Received

Signed:..... Chair Date:

These minutes are unconfirmed until approved by full Council and signed by the Chairman

items For Next Agenda

Current agenda items.

Date, & Place of next meeting.

Wednesday 6 December 2017 at the Jubilee Hall at 7.30pm

Discussion closed at 9.12pm.

Signed:..... Chair Date:

These minutes are unconfirmed until approved by full Council and signed by the Chairman