

Minutes of the Meeting of Gayton Parish Council held on Wednesday 3 April 2018 at 7.30pm at the Jubilee Hall, Gayton.

Present	Cllr B Anota Cllr S Verber	Cllr C Currey, Cllr P Grant	Cllr C Romney Cllr P Gidney	Cllr P Savage Cllr S Taylor
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Also present: The Clerk & 1 Members of the Public.

**158 To receive and consider apologies for absence:**

**It was resolved to accept apologies from Cllr A Dewing, Cllr A Beales & Cllr B King.**

**159 To receive Declarations of Interest**

None Received

**It was resolved to open the meeting.**

**160 Adjournment of Meeting to allow for public questions**

No questions from the member of the public present.

**It was resolved to return to closed session.**

**161 To receive a Report from The Borough Councillor.**

Cllr Beales is unable to attend tonight. No report received.

**162 To received a Report from the Cty Cllr Middleton.**

Cllr Middleton was not present so no report was received.

**163 Neighbourhood Plan – Update**

Mrs Renwick is unable to attend Cllr Gidney has not arrived at the meeting yet but had sent the following report:

The Neighbourhood Plan Steering Group will start training for the workshop sessions at the Jubilee Hall on the 14<sup>th</sup> April, members of the community can attend if they wish. Dates for the workshops will be published in the near future. The first round of funding has finished we will be applying for the next round later this year.

**164 Minutes of Gayton Parish Council Meeting held on 7 March 2018.**

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

**165 Planning Applications and Determinations:**

Applications:

No Applications

Signed:..... Chair Date: .....

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Determinations:

18/00235/RM Limes House Development Ltd, Reserved Matters Application for Construction of two dwellings (Plot 1 & 2) at Jubilee Farm, Jubilee Hall Lane, Gayton. - **Granted**

**166 New Playground Plan – Wren Application**

The Clerk advised that the application has been sent back today because there is a difference of a few pennies between the breakdown and the original quote. **It was resolved for the Clerk to re-submit.** The Clerk also advised that Wren were also asking for up to date insurance as the current policy would have expired. **It was resolved for the Clerk to obtain quote for insurance.**

**167. Playground – Signage/Gates**

The Clerk advised that she had asked the question re signage but had not received a reply. **It was resolved for the Clerk to chase.**

**168 Highways**

**- Ranger Works**

Cllr Verber said that the flooding at Bawsey was very dangerous with cars driving on the wrong side of the road to avoid and cannot really see what is coming the other way. The Clerk advised that a few tonne of soil at the edge of the lake would stop it from bursting its banks. **It was resolved for the Clerk to ask Cllr Beales if there was any pressure that the Borough Council could put on the owner.** Cllr Currey said that the amount of flooding on Back Street was also dangerous. **It was resolved for the Clerk to ask NCC Highways when the grips/drain would be sorted.**

**169 The Battles Over**

Cllr Romney advised that she had given the figures to the Clerk for the refreshments etc. **It was resolved for the Clerk to obtain a quote for a Trumpeter and fill in the Borough Council grant form.**

**170 Broadband**

Cllr Aota and Cllr Taylor had tried out the system before the meeting. The Clerk advised of the quotes that she had received. **It was resolved for the Clerk to set up the broadband with Plusnet at £24.99 per month.**

**171 Public Liability – Grimston Road Footpath – Mrs Petch**

Cllr Aota handed the Clerk a copy of the relevant paperwork from Mrs Petch. **It was resolved for the Clerk to add to the quote for the insurance.**

**172. Data Protection Officer/I.C.O.**

The Clerk had previously sent round a proposal, and draft policy. **It was resolved for the Clerk to become the DPO and to start to undertake the Data Audit.**

**173. Tendering**

**It was resolved for the Clerk to undertake the Insurance as it was needed for the Wren Grant.**

Signed:..... Chair Date: .....

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**174. Grasscutting Contract**

Cllr Anota opened the sealed tenders. **It was resolved for the Clerk to offer KJN Landscaping a one-year contract for the grasscutting of other areas, and a three-year contract to P J & B Jones Ltd for the grasscutting of Gayton and Gayton Thorpe's playing fields.**

**175. Cleaning Contract**

Cllr Anota open the only tender received. **It was resolved for the Clerk to offer KJN Landscaping a one-year contract for the cleaning of the Bus Shelters and Litter picking of the village.**

**176. Village Hall**

Cllr Verber advised that due to the insurance the Village Hall Committee were going to have to spend £2,000 on a bunded oil tank.

**177 Social Club**

The Clerk advised that she had been promised a couple of quotes but had these had not been received at the time of the meeting. Cllr Anota said that the person who undertook the last repair had achieved a good repair that had lasted for a decent amount of time. **It was resolved for Cllr Anota to contact and obtain a quote.**

**178 Vicarage Lane**

Cllr Gidney explained the current situation with the piece of land on the southern side of the lane. Cllr Gidney advised the Council regarding the HDLA that NCC hold on the site. Cllr Gidney explained about the children that use the area to walk to school and how it would be nice to plant up as a public space. Cllr Gidney advised that it would be good if NCC would withdraw this area from the HDLA. The Clerk advised that the Council could ask NCC Council for a Cultivation Licence for this area. **It was resolved for Cllr Gidney to get a map showing the area to the Clerk and for the Clerk to ask for a Cultivation Licence.**

**179 Anglian Water Public Meeting**

With Cllr Beales not able to attend the meeting **It was resolved for this item to be deferred until the next meeting.**

**180 Audit**

**-Internal.**

**It was resolved for the Clerk to contact Chris Reeks to ask him to undertake the audit.**

**-External**

**It was resolved for the Council to sign an exemption statement.**

**181 Buses**

Cllr Verber explained that he did not believe the No21/No22 no longer diverted through the village.

**182. Accounts – 28.02.18.**

The Clerk had emailed round the Cashflow (Bank Rec) and Budget Sheets.

Signed:..... Chair Date: .....

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**183 Correspondence:**

Letter from Norfolk Age UK. The Clerk advised they were asking for financial assistance. **It was resolved that no financial assistance was available at this present time.**

**184 Accounts for payment**

E-On Energy – Streetlight Energy	D/D	326.16
Jubilee Hall –Room Hire – (March)	D/P	21.00
TT Jones – Streetlight Maintenance – (February)	D/P	34.40
K J N Landscapes – Litter Picking/Bus Shelter	D/P	630.00
S Bristow – Wages – Part Payment – Burrell’s	D/P	556.00
S Bristow – expenses August- March	D/P	250.85
HMRC – PAYE	D/P	408.00
Cambridge ACRE – Neighbourhood Plan	D/P	1472.40
Jubilee Hall – Neighbourhood Plan Room Hire	D/P	142.00
V & J Knitware Stickers	D/P	33.60
KJN Landscapes	D/P	630.00
Burrells – Wages	D/P	108.00
Prontaprint – Neighbourhood Plan	D/P	240.00
TT Jones – Streetlight Maintenance – (March)	D/P	34.40
Panel Warehouse – Neighbourhood Plan	D/P	367.20
KLWNBC – Dog Bin Emptying	D/P	823.68

**It was resolved for these payments to be made.**

**185 items For Next Agenda**

Current agenda plus  
Insurance tender.

**186. Date, & Place of next meeting.**

Parish Council Meeting Wednesday 2 May 2018 at The Jubilee Hall, starting at 7.30pm.

With no further business the meeting closed at 8.20pm.

Signed:..... Chair Date: .....

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