

GAYTON PARISH COUNCIL

Church Farmhouse
East Walton Road
Gayton
King's Lynn
PE32 1PH

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Email: gaytonpc@gmail.com

Chair: Mr B Anota Clerk: Mrs S Bristow

SUMMONS TO ATTEND ANNUAL PARISH COUNCIL MEETING OF GAYTON PARISH COUNCIL MEMBERS OF THE PUBLIC ARE WELCOME

30 May 2018

Dear Councillor,

Notice is given that the Annual Parish Council Meeting of the Gayton Parish Council will be held on Wednesday 6 June 2018 at The Jubilee Hall, starting at 7.30pm or later if the Annual Parish Meeting is running late.

Yours faithfully



Clerk.

- 1. Election Of Chair**
- 2. Election of Vice Chair**
- 3. Consider apologies for absence.**
- 4. To receive Declarations of Interest.**
Members are invited to declare personal or prejudicial interests in items on the agenda. It is a requirement of the Parish Councils (Model Code of Conduct) Order 2001 s8 that declarations from a member include the nature of the interest and whether it is personal or prejudicial. In the case of personal interests the member may speak and vote on the matter. In the case of prejudicial interests the member must withdraw from the room while the matter is discussed.
- 5. Election of Representative to Jubilee Hall Management Committee.**
- 6. Election of Parish Magazine Liaison Officer**
- 7. Election of Footpaths/ Tree Warden**
- 8. Borough Councillor Report**
- 9. County Councillor Report**

10. **Adjournment of Meeting to allow for public questions.**
11. **Minutes of Gayton Parish Council Meeting held on 2 May 2018**
 - a) To approve the minutes
 - b) Matters arising from the minutes
12. **Parish Councillor - Resignation**
13. **Standing Orders – Council to review Standing Orders**
14. **Financial Regulations – Council to review Financial Regulations**
15. **Asset Register – Council to review Asset Register**
16. **Insurance renewal – the Council to vote on the insurance provider.**
17. **Review of arrangements with other local authorities and review of contributions made to expenditure incurred by other authorities.**
18. **Review of representation on or work with external bodies and arrangements for reporting back**
19. **Confirmation of date and location of Council meetings up to and including the Annual Parish Meeting in May 2018**
20. **Defibrillator**
21. **End of Year Accounts**
 - a) to receive the Internal Auditors Report
 - b) to approve the Annual Governance Statement
 - c) review Internal Control
 - d) to approve the Statement of Accounts.
22. **Annual Risk Assessments – the Council will discuss any action required after consideration of the risk assessments produced for the new financial year.**
23. **Annual Litter Pick – the Council will consider the organisation of this event**
24. **Planning Applications and Determinations:**

Applications:

Any

Determinations:

18/00236/RM Reserved Matters Application for Construction of one dwelling (Plot 3) at Jubilee Farm, Jubilee Hall Lane, Gayton.. **Granted**
25. **New Playground Plan – Wren Application – JC**
26. **Playground – Signage – Clerk**
27. **Highways**

- Ranger Works – AB

- 28. The Battles Over - CR**
- 29. Social Club – Car Park**
- 30. Vicarage Lane**
- 31. Anglian Water Public Meeting**
- 32. Bus Shelter Light**
- 33. Clerk’s Contract**
- 34. Clerk’s Salary**
- 35. Correspondence:**
 - a) Any

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

- a) Any

36. Accounts for payment

Jubilee Hall –Room Hire – (June)	D/P	21.00
TT Jones – Streetlight Maintenance – (May)	D/P	TBA
S Bristow – Wages – Part Payment – Burrell’s	D/P	559.00
Any others		

37. Items For Next Agenda

38. Date, & Place of next meeting.

Parish Council Meeting Wednesday 4 July 2018 at The Jubilee Hall, starting at 7.30pm.