

Minutes of the Meeting of Gayton Parish Council held on Wednesday 3 October 2018 at 8.00pm at the Jubilee Hall, Gayton.

Present	Cllr B Anota	Cllr S Verber	Cllr P Grant
	Cllr N Attwell	Cllr A Beales	Cllr A Dewing
	Cllr S Renwick		

Also present: The Clerk & 2 Members of the Public.

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

**It was resolved to accept apologies from Cllr J Currey, Cllr Taylor, Cllr Savage & Cllr Gidney.**

**325 To receive Declarations of Interest**

Cllr Beales advised a personal interest on Planning Application 18/01546/F.

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

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

VAS Sign

A Parishioner asked when the VAS sign would be in place. Cllr Anota advised that a new battery was needed. This has now been received and it is hoped to have back in place very soon.

30 MPR Sign Grimston Road

A Parishioner asked when the vegetation is going to be cut back so that the sign can be seen. The Clerk advised that Andrew Wallis, Highway Engineer had advised that it was programmed and he would let me know when he had spoken to his team. This was several weeks ago and still no news. **It was resolved for the Clerk to chase.**

Winch Road

A Parishioner advised that the road is about to collapse on the area between two manhole covers. The Parishioner advised that he had reported on-line on the NCC Highways website around 5/6 weeks ago. Cllr Beales advised that NCC Highways have agreed to widen the Winch Road and this still has not resolved. **It was resolved for the Clerk to chase.**

Hedge

A Parishioner advised that a disabled lady in a disabled buggy was unable to pass on the pavement opposite the Methodist Chapel. **It was resolved for Cllr Anota to have a polite word with the hedge owner. If no action is resolved then the Clerk to write to NCC Highways for them to take action.**

**It was resolved to return to closed session and the action resolved in closed session.**

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

Cllr Beales advised that he had been advised that work is programmed on one of the areas of flooding down Back Street. Cllr Beales advised that there was more

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marking out around the other area of flooding in Back Street but Cllr Beales does not have any further details.

Cllr Beales also reported that there is to be a bus service to run on a Sunday between the 25 November to the 7 January. Cllr Beales advised that Cllr Sue Frazer a Borough Councillor for all the work to get the service running. **It was resolved for Cllr Beales to get the information to Cllr Renwick who will make up into an article/poster for the Voice.**

Cllr Beales finished by giving an update regarding the new school and informed the Council about the other possible site. They have still not given up on the original site and are hoping to undertake the necessary work with the help of the Internal Drainage Board. Cllr Beales explained that action is needed urgently the school is desperate for the facilities. This is affecting the moral of the Staff and Parents who have been promised a new school site for over five years now. Cllr Beales advised that the drain under the road, which, drains via Cllr Grant's property, is currently around 50% blocked.

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

Cllr Middleton was not present and no report was received.

**329 Neighbourhood Plan – Update**

Cllr Renwick advised that there was very little to report the group are still working on the information received with the questionnaire and drop-in forums. Cllr Renwick advised that time is booked with Rachel Hogger Consultant who will be helping to write the draft policies.

**330 Minutes of Gayton Parish Council Meeting held on 5 September 2018.**

**It was resolved to approve the minutes and for the Chair to sign as a true record after the following amendments: Should be Stakes and 305 should read 30MPH.**

**331 Matters Arising  
Councillors**

Cllr Grant advised that he did not feel comfortable with not having an event/present for Lady Romney. Cllr Beales advised that Lady Romney was very insistent that no party/present etc. Cllr Renwick advised that it would be good to buy a card and flowers as a small token. **It was resolved for this to happen.**

**332 Planning Applications and Determinations:**

Applications:

18/01657/F Retrospective Application for the construction of one dwelling (Plot 3) of outline permission 2/88/5319/) land between Five Keys and The Cottage west Of Oak House, Winch Road, Gayton. **It was resolved to recommend approval.**

18/01546/F Application for construction of proposed rear extension at Tarxien, Back Street, Gayton. Cllr Beales advised a personal interest and did not vote. **It was resolved to recommend approval.**

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Determinations:

18/01392/F Application for extensions at 58 St Nicholas Close, Gayton-  
**Granted**

16/01154/NMA1 Non-Material Amendment to Planning application 16/01154?F  
demolition of conservatory and construction of new two-storey  
extension.–**Granted**

**333 New Playground**

Cllr Currey is not able to attend tonight's meeting. The Official Opening needs to be arranged. **It was resolved to defer until Cllr Currey is present.**

**334. Playground – Signage/Gates**

The Clerk advised that she needed photographs of the fencing/gates to obtain quotes. **It was resolved for the clerk to undertake.**

**335 Highways**

**- Ranger Works**

Nothing new to report.

**336 The Battles Over**

The Clerk advised that she was having trouble with finding a bugler. **It was resolved for the Clerk to check with Springwood, Sea Cadets & RAF Marham.**

**337. Noticeboards**

The Clerk advised that she had been asked by a Parishioner if the Council would consider re-instating the Noticeboard by St Nicholas Close. After discussion **It was resolved for the Clerk to put a piece in The Voice asking if people would like to see it re-instated and/or on the advertising board at the Garage.**

**338. GDPR.**

The Clerk had emailed round the statement etc. **It was resolved for the statement to go on the website and on the Clerk's emails.**

**339 Parish Council Car Park by the Social Club**

The Clerk advised that she had three quotes to undertake the working using planings. After discussion **It was resolved for Cllr Anota to speak with Parishioner regarding the use of his equipment if the Council to pay for materials. If the Parishioner is not able to undertake then the Clerk to supply a contract for the work to be undertaken to the agreed contractor.**

**340. Anglian Water Public Meeting**

Cllr Anota to make sure that the meeting runs on schedule. Cllr Beales to address the meeting and lay down the six major questions that he has been asked recently. Anglian Water to be given 15 minutes to answer these questions. Parishioners then given time to put their own questions to Anglian Water if they have not received an answer from the set questions. Questions to be monitored

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and no personal questions to be asked. It is hoped that the whole meeting should not go over an hour in total.

**341. Projector/Screen**

As Cllr Gidney is unable to attend this evening. **It was resolved for this item to be deferred until the December meeting.**

**342. Standing Orders**

**It was resolved to adopt these Standing Orders as of today's date and for them to be reviewed at the Annual Parish Council Meeting.**

**343. Financial Regulations**

**It was resolved to adopt these Financial Regulations as of today's date and for them to be reviewed at the Annual Parish Council Meeting.**

**344. Accounts – 31.07.18**

Cllr Grant gave the following report:

I went through the Accounts with the Clerk from the 1 April 2018 to 31 July 2018. I checked through invoice by invoice to the bank statement and found all to be in order. During our checks I asked questions and I am concerned about the amount of money the Council pays for litter picking in the village. £650.00 for three months seems a large amount of money. I asked the Clerk what her other Councils pay and she advised that they have an annual litter pick but no regular litter pick. The other item that concerned me was the Risk Assessments. The Clerk advised that she still had not received the reports from December to March 2018 even after asking several times. The Clerk advised that the playground is checked three times, quarterly check, and annual check and Cllr Currey's check is this too much. This is on a long-term agreement and I would suggest it is checked if all these checks are necessary. **It was resolved for the Risk Assessments and Litter Picking to be looked at during the budget review from December.**

**345. Vicarage Lane/Trees**

The Clerk advised that she had sent round the email explaining about NCC and the possible use of the land in the future. This means that no Cultivation Order would be given so the trees cannot be placed in this area. An open area at Manor Farm, Back Street was suggested. Cllr Beales agreed to look into this as a possible area.

**346. Defibrillator**

Cllr Beales advised that there is so much information and he wants to seek further advise before recommending any model to the Council. There was a discussion regarding the need. **It was resolved for the Clerk to invite someone from the Ambulance Service to come and hold a session which would be open to Parishioners and any Parishioner wishing to try the equipment would be allowed to do so.**

**347. Clerk's Contract**

Cllr Verber asked Cllr Anota to fill in the blanks. Cllr Anota advised that on the latest email round the blanks have been filled in. **It was resolved to agree the Contract and it to be signed and given to the Clerk.**

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**348. Clerk's Salary**

**It was resolved to pay the Clerk on Salary Scale No 27.**

**349 Correspondence:**

All correspondence emailed prior to the meeting no decisions needed.

**350 Accounts for payment**

Jubilee Hall –Room Hire – (September)	D/P	21.00
S Bristow – Wages –(October)– Burrell's	D/P	425.40
Plusnet – (September)	D/D	18.60
CPRE – Subs	D/D	37.00
Kompan – Playground – Wren Grant	D/P	19,858.38
Kompan – Playground – Wren Grant	D/P	16,140.07
Westcotec – VAS Battery	D/P	96.00
KJN Landscapes – Grasscutting	D/P	875.00
PJ & B Jones Ltd – Rec Grasscutting	D/P	177.60
K & M Lighting Services – New LED Bulbs	D/P	1512.00
PFK Littlejohn External Audit	D/P	240.00
PAYE April to September	D/P	£319.40

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

**351 items For Next Agenda**

Minimum agenda as Anglian Water Public Meeting.

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

Parish Council Meeting Wednesday 7 November 2018 at The Jubilee Hall, starting at 6.30pm followed by Anglian Water Public Meeting starting at 7.30pm prompt.

With no further business the meeting closed at 9.33pm.

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