

Minutes of the Annual Parish Council Meeting of Gayton Parish Council held on Wednesday 15 May 2019 at 7.30pm at the Jubilee Hall, Gayton.

Present	Cllr J Currey	Cllr P Grant	Cllr A Dewing
	Cllr S Renwick	Cllr P Gidney	Cllr J Shilling
	Cllr A Beales	Cllr S Jarratt	

Also present: The Clerk, Cllr C Manning & 11 Members of the Public.

**483 To Elect a Chair for the coming year.**

**It was resolved for Cllr Currey to be Chair of Gayton Parish Council**

**484 To Elect a Vice Chair for the coming year.**

**It was resolved for Cllr Renwick to be Vice Chair of Gayton Parish Council**

**485 To receive signed Declaration of Office from Chair and Vice Chair**

Cllr Currey and Cllr Renwick duly signed their declaration of office as Chair and Vice Chair.

**486 To receive and consider apologies for absence.**

**It was resolved to accept apologies from Cllr P Savage & Cllr N Attwell.**

**487 To receive Declarations of Interest**

Cllr Beales have a Prejudicial Interest, Cllr Renwick and Cllr Jarratt gave a Personal Interest in Item 20 Planning Application 19/00694/RMM. Cllr Dewing and Cllr Shilling gave a personal interest in agenda item 4 as School Governors.

**488 Election of Representative to Jubilee Hall Management Committee.**

**It was resolved for Cllr Beales to be the Representative for 2019/20.**

**489 Election of Parish Magazine Liaison Officer**

**It was resolved for the Clerk to continue in this role for 2019/20.**

**490 Election of Footpaths/Tree Warden**

**It was resolved for Cllr Dewing and Cllr Gidney to be Footpath/Tree Warden for 2019/20.**

**491 To receive reports from:**

**Jubilee Hall Representative – Cllr A Dewing**

Cllr Dewing advised that he had not known when the meetings were taking place and as such did not attend any meetings.

**Report from Footpaths/Tree Warden – Cllr A Dewing/Cllr P Gidney**

Cllr Gidney advised that the footpaths in the village were well used and in a good state of repair. Cllr Gidney advised that the footpath which is frequently used via Vicarage Lane floods quickly in heavy rain but it does drain away very quickly. Cllr Beales advised that an up to date footpaths map would be welcome. Cllr Currey asked that footpath map be placed on the next agenda.

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

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**The Chairman – Cllr B Anota**

Mr Anota was not able to attend this evening and no report has been received.

**492 To Review Standing Orders**

Cllr Currey advised that this were agreed less than a year ago. **It was resolved for these to be reviewed and deferred to the next agenda.**

**493 To Review Financial Regulations**

Cllr Currey advised that this were agreed less than a year ago. **It was resolved for these to be reviewed and deferred to the next agenda.**

**494 Gayton Parish Council Annual Accounts 20018/19.**

The Clerk had circulated the accounts to the end of the financial year. No questions were received for the Clerk. **It was resolved for the AGAR form to be filled in at the next meeting.**

**495 To Review the Asset Register**

**It was resolved for the Clerk to re-circulate and item to be placed on the next agenda.**

**496 Date, Time, Place of next Annual Parish Council Meeting.**

**It was resolved for the next Annual Parish Council Meeting to be on Wednesday 6 May 2020.**

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

**497 Adjournment of Meeting to allow for public questions.**

Annual Parish Meeting

A Parishioner asked why there were no reports from the Village Group as usual. The Clerk advised that the reports are the Annual Parish Meeting and it was decided because of the election and timing etc this would take place later and a date to be agreed.

Footpath Map

A Parishioner advised that there was a footpath map on the wall at the entrance to the hall.

VAS Sign

A Parishioner asked who owned the signs, and he was helping Cllr Anota with them. Did the Council wish him to undertake the looking after of the signs, moving etc now Mr Anota is no longer on the Council. The Parishioner advised that he would need to get some training. **It was resolved for the Clerk to find out regarding the maintenance and any training that might be available.**

Hedges

A Parishioner asked if the hedges on the footpath along the side of the school that leads into St Nicholas Close could be cut back as the brambles etc were encroaching the path which is frequently walked by school children. Cllr Beales advised that the Estate usually undertakes on behalf of the landowner. Cllr Beales agreed to get the hedges cut back.

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Website

A Parishioner asked if the website could be updated as it is out of date. Cllr Currey advised that this would be undertaken.

Gayton Thorpe Village Sign

A Parishioner of Gayton Thorpe asked if anyone knew what had happened to the Village Sign as it has not been in place for the last 6-9 months. Cllr Beales asked if it was a traditional sign. The Parishioner advised that it was a traditional metal sign. **It was resolved for Cllr Dewing to ask questions around Gayton Thorpe and for the Clerk to check if Highways knows anything.**

Gayton Thorpe Green

Cllr Currey wished to offer a vote of thanks for whoever cut the grass on the Village Green it is cut very well.

Back Street

A Parishioner asked if anyone knew about the coloured lines on the road around Back Street. Cllr Renwick advised that she had asked the man measuring etc and was advised that it was regarding flooding. Cllr Beales advised that it was due to be undertaken in the 2019/20 NCC Financial Year. **It was resolved for the Clerk to check with NCC Highways to advise when and what is being achieved.**

**498 Annual Parish Meeting**

**It was resolved for this meeting to take place on Wednesday 19 June 2018 at 7.00 before the Full Council Meeting.**

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

Cllr Manning advised that the New Council did not meet until tomorrow night. He had agreed with Cllr De-Whalley to work out so all the Parish Councils within the patch get a Cllr to their meetings were possible.

Cllr Manning advised that the Sunday bus service was due to continue but if it was not used he could see it being removed.

Report received from Cllr DeWhalley:

My election came as a surprise to me and I feel honoured and privileged to have been entrusted to represent the ward in which I have lived (and now work) my whole life. I wish to thank Alistair Beales for his many years of sterling work as Borough Councillor. The new make up of the Council is as follows: 28 Conservatives, 17 "Independent" (including 1 Liberal Democrat and 1 Green) and 10 Labour councillors.

I have a strong belief that working very closely together is necessary to achieve the best outcomes for our community. I certainly recognise the importance of the relationship between Parish Council and Borough Councillor.

Planning decisions by the Borough Council have become increasingly contentious and I aim to continue leading the development of an emerging neighbourhood plan. I am painfully aware that the present planning sifting process creates difficulties for Parish Councils and want you to know that when this Parish Council wants an application to be heard by the planning committee, in public, I will exercise my right to call that application in on your behalf at your request. I will do my utmost to speak at the planning meeting if asked.

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My aim is to be a LISTENING councillor and available to help residents however I can.

I can be contacted by email via [cllr.michael.dewhalley@west-norfolk.gov.uk](mailto:cllr.michael.dewhalley@west-norfolk.gov.uk) and mobile on 07770 273903.

Thank you for your kind support. I look forward to serving you for the next four years.

**500 To receive a Report from the Cty Cllr Middleton.**

Nothing has been received from Cty Cllr Middleton.

**501 Minutes of Gayton Parish Council Meeting held on 3 April 2019.**

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

**502 Matters Arising**

467 Neighbourhood Plan. Cllr Beales advised that he was not happy with the minutes as no policies have been approved by the Parish Council. Cllr Jarrett advised that the minutes could have been clearer. The Neighbourhood team are taking on board all the comments from consultations etc and are writing the policies to take forward. Cllr Jarrett advised that the group had been advised from Mr Gohn that they should make comments on their emerging plan. Cllr Beales advised that he was not happy and neither were the planners and it really was conflicting with some of the members of the Neighbourhood Planning Group being Councillors.

471. Defibrillator Cllr Gidney advised that North Rington had taken an interest for our quest for the Defibrillator and now had theirs in place.

**503 Action Points**

All Covered in previous agenda items.

**504 Neighbourhood Plan**

Cllr Renwick advised that the group were processing the latest consultation paperwork. The group's consultant is working on the policies that are coming out of the consultations. Cllr Jarrett explained about the process and how it needs to go for a mock examination which the Borough Council will arrange and from there any necessary amendments are made before going to the proper examination before referendum. Cllr Renwick handed round a chart explaining where the group were currently. Cllr Renwick was concerned about the Council having sight of before the mock as it might be a waste and contents are not for general debate at this time. Cllr Beales advised that he felt it should go through the mock stage first, but on the small example that was used for the planning application he had lots of questions and was wondering how best to address. Cllr Beales advised it would be nice to know who was on the group. Cllr Jarrett agreed to produce a membership list for the next meeting. Cllr Jarratt explained that it was at a meeting with Alan Gohm and Alex Fadley that the group were advised that it was relevant to make a comment on a planning application with the emerging plan in mind.

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**505 Planning Applications and Determinations:**

Applications:

19/00694/RMM

Reserve Matters Application for residential development for 40 dwellings, associated estate road access onto Back Street and demolition of existing farm buildings at Manor Farm, Back Street, Gayton.

Cllr Beales left the room before the vote or discussion. Cllr Renwick and Cllr Jarrett did not vote but took part in the discussion. After lots of debate **It was resolved for the Clerk to write a letter to planning explaining the views of the Parish Council.**

19/00332/F

Application for construction of dwelling at Plot S of Sunset View, Winch Road, Gayton. **It was resolved to recommend approval.**

**506 Highways  
- Ranger Works**  
Nothing to report.

**507 Post Office Grey Box – top Spring Vale**

The Clerk advised that she had not heard anything back from the post office. **It was resolved for the Clerk to chase.**

**508 Defibrillator**

Due to the late hour **It was resolved for this item to be deferred to the next meeting,**

**509 Playground Inspection**

Cllr Currey advised that himself and Cllr Shiling at undertaken an inspection of both sites. Cllr Currey advised that Gayton Thorpe was not as bad as first thought Cllr Currey said that it was hoped to get a volunteer clean up later in the year. Cllr Currey asked for permission to purchase two new seats for the horse at Gayton Thorpe. **It was resolved for these to be ordered.**

**510 Correspondence:**

a) Email from ICO re renewal

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

a) Clerks and Councils Direct

**511 Accounts for payment**

Jubilee Hall –Room Hire – (May)	D/P	21.00
S Bristow – Wages –(May)– Burrell’s	D/P	348.80
Plusnet – (May)	D/D	18.60
BHIB – Insurance	D/P	988.15
PJ & B Jones – Cutting Playing Field	D/P	299.40
SignTech UK – Playground signs	D/P	59.40

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

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**512 Payment Received.**

Precept	£18080.00
Council Support Grant	£238.00
Cil Payment	£1674.72
Interest	£3.26

**513 Items For Next Agenda**

- Policies
- Training
- Committees
- Streetlight Energy Contract
- Bank Signatories
- Councillor Co-Option
- Annual Governance Statement
- Review Internal Auditors Report
- Annual Risk Assessments
- Councillor Email Addresses
- Dark Sky Policy

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

Parish Council Meeting Wednesday 19 June 2019 at The Jubilee Hall, starting at 7.00pm with the Annual Parish Meeting.

With no further business the meeting closed at 22:55pm.

DRAFT

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

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