

10th May 2017 – Notice of Parish Council Meeting

The Annual meeting of the Parish Council will be held at Jubilee Hall, Gayton on Monday **15th May 2017 at 7.30pm**. This will include the suspension of Standing Orders at the meeting to allow a 10-minute public forum, during which members of the public may ask questions of the Council or make a short statement to the Council in relation to matters on the agenda. Once the meeting is formally resumed, members of the public are welcome to stay but may not speak.



Mrs Kate Senter, *Clerk to the Council*

AGENDA

1. Election of Chairman
2. Election of Vice-Chairman
3. Election of Representative to Jubilee Hall Management Committee.
4. Election of Parish Magazine Liaison Officer
5. Election of Footpaths/ Tree Warden
6. Apologies for absence.
7. Declaration of Interest – The Councillors will declare any personal or prejudicial interest in any item on the agenda.
8. Minutes of the Parish Council Meeting 10th April 2017.
9. Report from County Councillor and Borough Councillor.
10. 10 Minutes Open Forum for Parishioners.
11. Standing Orders – the Council will review the existing standing orders of the Council
12. Insurance renewal – the Council will note the insurance renewal which is within a three year long term agreement.
13. Review of Asset Register
14. Review of arrangements with other local authorities and review of contributions made to expenditure incurred by other authorities.
15. Review of representation on or work with external bodies and arrangements for reporting back
16. Confirmation of date and location of Council meetings up to and including the Annual Parish Meeting in May 2018
17. Playing Field Project – the Council will hear an update on progress with the project to install new equipment for younger children at the playing field
18. Footpaths in Gayton – the Council will consider a request from a parishioner to improve access and visibility of footpaths in Gayton
19. Planning
 - a) *Applications to consider*
 - Single storey rear extension and alterations to dwelling at Grafton Winch Road Gayton King's Lynn Norfolk
 - b) *Decisions received from BCKLWN / NCC*
 - APPEAL NOTICE – the following refused application has been appealed
 - Land to the North of St Nicholas Close, Gayton – Outline Application for 50 dwellings
 - c) *Any applications received after 10th May 2017.*
20. Gayton Playing Fields – the Council will discuss
 - Any general playing field issues and consider a quotation for an annual inspection
 - A further quotation from Sovereign for the replacement of another damaged wooden beam at the Gayton Thorpe Playing field
 - Consider the cost of a sign to indicate that litter should be put into the bins required to be attached to the skatepark
21. Annual Risk Assessments – the Council will discuss any action required after consideration of the risk assessments produced for the new financial year.
22. Annual Litter Pick – the Council will consider the organisation of this event

23. Highways – the Council will discuss any Highway issues and consider any action necessary to deal with flytipping of garden waste on verges.
24. Notice board in St Nicholas Close – the Council will consider repairing or replacing the notice board given its current state
25. Lych Gate – the Council will consider whether any repairs are necessary
26. Phone box in Gayton Thorpe – the Council will consider agreeing the contract with BT to take on ownership of the phone box
27. Correspondence received since last meeting (see attached schedule)
28. Finance – the current financial standing of the Parish Council will be reported and the following payments will be presented for payment: -

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|----------------------|------------------------------------|------|----------|----------------|
| Mrs K Senter | 1 month's clerks salary & expenses | BACS | £ | 368.72 |
| HMRC | PAYE | BACS | £ | 91.00 |
| TT Jones Electrical | Streetlight maintenance | BACS | £ | 125.18 |
| Jubilee Hall | Hire | CHQ | £ | 42.00 |
| KVT BusinessCare Ltd | Telephone, stationery and stamps | BACS | £ | 38.85 |
| PJ&B Jones | Churchyard maintenance | BACS | £ | 72.00 |
| Nigel Drew | Repair speedgate | CHQ | £ | 70.00 |
| AON | Annual insurance renewal | CHQ | £ | 993.09 |
| Eon Energy | Electricity | DD | £ | 298.21 |
| Gayton PCC | Annual donation | CHQ | £ | 200.00 |
| TOTAL | | | £ | 2299.05 |

29. Items for Report or Future Agenda.
30. Resolve to exclude the press and the public in light of the following item of a sensitive nature
31. Recruitment of new Parish Clerk
32. Date of next meeting is planned to be 12th June 2017.

THE PRESS AND THE PUBLIC ARE CORDIALLY INVITED