

**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL
HELD IN THE JUBILEE PARK MEETING ROOM
At 7.30pm on Thursday 18th May 2017 in the Meeting Room**

Present: Cllrs Lowings (Chairman), Crummett, Goldsmith, Bennett, Myhill and Dimoglou

In attendance Mrs K Wilson (Clerk) and 35 members of the public

1. To receive and accept apologies for absence.

Apologies received from Cllr Harvey.

2. To receive disclosures of personal and prejudicial interests and disclosable pecuniary interests and requests for dispensations from Councillors on matters to be considered at the meeting.

Cllr Lowings stated he had an interest in item 13 (Planning application).

Cllr Dimoglou stated he had an interest in items 9 and 10 asked if the agenda could be altered him as he had another meeting to attend. The Chairman agreed to revise the running order.

3. To elect a Chairman of the Council and signing of the Declaration of Acceptance of Office of Chairman.

Councillor Dimoglou stated that he felt Cllr Lowings should stand down as there seemed to have been little positivity in the minutes over the last 20 months although Cllr Dimoglou noted he had been a 'thorn in the side' of the council ever since his arrival at Yaxham Waters. He criticised Cllr Lowings and implied that Cllr Lowing may be implicated in the fact that the charity accounts with an investment fund of £250,000 were not available. Cllr Dimoglou proposed Cllr Goldsmith.

Cllr Goldsmith declined to be nominated and proposed Cllr Lowings and said he deserved the support of his councillors. Cllr Crummett seconded Cllr Lowings. There being no other valid nominations, Cllr Lowings nomination was put to the Council and he was re-elected Chairman.

4. To elect a Vice-Chairman of the Council and signing of the Declaration of Acceptance of Office of Vice Chairman.

Cllr Crummett was proposed by Cllr Goldsmith as Vice Chairman, seconded by Cllr Lowings. There being no other valid nominations, Cllr Crummett's nomination was put to the Council and he was re-elected Vice-Chairman.

5. Delivery of Declaration of Acceptance of Office forms.

The Acceptance of Office forms were provided by the clerk and signed by both Cllr Lowings and Cllr Crummett.

6. To note the draft minutes of and any matters raised in the Annual Parish Meeting that should be discussed at a future Parish Council Meeting

It was agreed that the Charity accounts should be discussed at the next Parish Council meeting.

7. To hold a public session.

A member of the public raised the issue of speeding traffic through the village and asked if there was a possibility of a permanent camera for speed awareness signs. In addition she went on to say that Station Road was very dangerous for pedestrians and school children as there was no pavement. This risk to safety was exacerbated in the winter when it was dark at 4.00pm.

8. To receive matters of interest from the District/County Councillor.

Cllr Dimoglou stated that some parish councils had purchased data from Broadland District Council in connection with the preparation of Neighbourhood Plan and this information was now deemed to be faulty and therefore required revision of plans. Mrs Oeschle, the Chairman of NP4Yaxham Working Group, confirmed that no data had been purchased by the Working Group and so their plan held good.

Cllr Dimoglou left the room for items 9 & 10.

9. To discuss and update on Vote of No Confidence/Standards/LGO matters in respect of Cllr Dimoglou:

- a) Cllr Dimoglou letter of apology
- b) Standards/LGO Complaints

The Clerk reported that no letter of apology had been forthcoming from Cllr Dimoglou despite a further reminder in view of his recent move. Accordingly a complaint had been sent in to Breckland Standards about Cllr Dimoglou's behaviour by the Parish Council. There was no further update on any of the individual LGO complaints that had previously been submitted.

On the matter of the two complaints to Standards about the Chairman that Cllr Dimoglou raised at the March 2017 Council Meeting, which he asked to be included on the April 2017 Council Meeting Agenda. The Chairman had spoken to Standards who had confirmed that only one complaint about Cllr Lowings had been submitted and this was by Cllr Dimoglou. Standards confirmed that Cllr Dimoglou had withdrawn the complaint on 17th March 2017, although he did not advise the Council and failed to attend the April 2017 meeting.

10. To discuss Yaxham Waters

The Clerk had written to Mr Hay, the new owner, as previously agreed and a written response had been received. This letter was read out at the meeting and a copy of which is available on file. It was agreed that the Parish Councillors would be happy to attend an open day but no meeting could be arranged specifically for Parish Councillors to attend as this would be a breach of protocol. The Clerk agreed to respond to Mr Hay.

11. To agree and sign the minutes of the Parish Council Meeting on 20th April 2017

The minutes were agreed and signed.

12. Neighbourhood Plan

- a. Referendum result

Mrs Oeschle, Chairman of the Working Group, reported on the resounding 92% YES vote to the Yaxham Neighbourhood Plan at the referendum on 4th May 2017. Out of an electorate of 671, 389 people voted making a turnout of 58% which is at the top of the league for local elections and far above the average for NPlan referenda. So a pretty amazing result. So there is overwhelming support from the village for the land use planning policies and the

Parish Action Points within the Plan and once it is made by Breckland – probably at the June Breckland full Council meeting, the Plan becomes an integral part of the Local Plan.

b. Implementation and Monitoring of the Plan in the future

Within the Plan, Parish Action Point 9, there is a provision for the Parish Council to initiate and set up a monitoring and review process to see how well the policies are doing. The Working Group has agreed this is a sensible way to progress the Plan and will supply amended Terms of Reference for the next Parish Council meeting for the Working Group to continue into this new phase of ensuring the Plan is implemented. Should the Parish Council wish to take over these responsibilities themselves then it will be up to the councillors to implement all the policies and parish action points themselves.

c. Financial report

Mr Martin, Vice-Chairman of the Working Group, reported that overall the Working Group received grants of some £14,074 and had made the most of these resources over the 20 months of the project. The balance of funds, including the cheques requested at this meeting (£73.98 – Expenses, £228.78 – EOE Printing & Supplies), and the invoices awaited for a further use of the YVAA Meeting Room, and the latest Newsletter, now stood at £408.75.

13. To discuss Planning Matters and to review any new planning applications:

Cllr Lowings left the room for the first application and Cllr Crummett took the chair for this item.

REFERENCE: 3PL/2017/0447/VAR
PROPOSAL: New dwelling 3PL/2007/1144/F (Revised Scheme) Confirmation of bricks & Roof tiles, Additional windows in side elevation of dwelling & garage, bi-fold door to rear elevation
LOCATION: YAXHAM: Land at Well Done Station Road
APPLICANT: Mr & Mrs Courtenay
CASE OFFICER: Tom Donnelly

The Clerk read out a letter of objection at the request of Mr Lowings. The members of the council voted to refuse.

Cllr Lowings returned to the room and resumed the Chair.

REFERENCE: 3PL/2017/0453/F
PROPOSAL: Triple garage and ancillary (carers) accommodation
LOCATION: YAXHAM: 8 Fieldings Drive
APPLICANT: Mr & Mrs Rob Thomas
CASE OFFICER: Natalie Levett

This application was discussed and unanimously supported by all members of the council.

14. To discuss Dereham Town Council Plan Consultation.

The Clerk advised that a letter had been written to Dereham Town Council about the lack of consultation that had taken place which is a statutory obligation and also to offer assistance if they needed help as Yaxham had completed their plan and therefore had experience which could be drawn from. The response from Dereham was that they did not require any assistance but would welcome any ideas. It was

agreed to keep in contact with Dereham Town Council as this plan affects Yaxham.

15. Feedback from Breckland meeting 11th May 2017

Only one members of the Parish Council had attended along with those from the NP4Y Working Group. It was reported by Breckland that their 5 year housing supply is robust. There have however been challenges by some developers and new information should be available at the next Planning Meeting in June. As a result the Lanpro Planning Application, along with some others would be returning to the Planning Committee to be reviewed in the light of the Council's latest view of its five year land supply position. It was reported that there was a new and active person in planning and had advised that it was imperative that Section 106 monies were applied for in advance of planning decisions. It was suggested that the PC needs to consider their requirements in respect of Section 106 monies on the imminent application for Elm Close. There was also a suggestion that the Open Space Fund be diverted to enhance play areas, but there was no formal application on record and the Parish Council will need to write to Breckland to make this request as soon as possible. Mrs Oechsle pointed out that the NP4Yaxham Neighbourhood Plan included this in its Community Benefit Policy. It was also noted that the new Enforcement officer needs to be contacted about Yaxham Waters to ascertain exactly what is going on there.

16. To receive correspondence

A letter had been received from Yaxham Waters and this was read out earlier in the meeting. (a copy is available on file)

17. To discuss the situation with the updating of Standing Orders.

The Clerk had emailed various samples of policies but no members of the council had acknowledged receipt. The Chairman said that the councillors must engage in updating these orders as it was necessary and to leave the clerk to do this merely cost the parish more money.

18. To discuss Financial Matters and to approve payments (inc NPY4)

Payments were approved to:

NPY4, The Clerk and The RFO.

19. To note any items for inclusion on the agenda of the next meeting.

None

20. To discuss Parish Council insurance.

It was agreed that the Clerk would follow up on obtaining quotes from two other insurance companies that had approached the council. It was agreed that payment should be made to comply with the insurance renewal deadline of 31st May 2017.

21. Review of Asset Register

The insurance company required an up to date Asset Register. Having checked the register, the online version was at variance with the hard copy so it was agreed that this should be updated as a matter of urgency in order to be able to obtain additional insurance quotes.

22. To confirm the date of the next full meeting: 7:30 pm on Thursday 15th June 2017

This meeting date was confirmed.