



## YAXHAM PARISH COUNCIL

### MEETING OF THE PARISH COUNCIL TO BE HELD IN THE JUBILEE PARK MEETING ROOM AT 19:30 hours ON 4 SEPTEMBER 2013

#### AGENDA

**Members of the public are very welcome at the meeting. Anyone wishing to raise a matter at the meeting can do so during Agenda item 3, the Public Session.**

1. To receive and accept apologies for absence.
2. To receive disclosures of personal and prejudicial interests/disclosable pecuniary interests and requests for dispensations from Councillors on matters to be considered at the meeting.
3. To hold a public session.
4. To receive matters of interest from the District/County Councillor.
5. To agree and sign the Minutes of the Meeting of the Parish Council held on Thursday 25 July 2013.
6. To review the quotations obtained for the CLP printing and to award the printing contract.
7. To discuss Planning Matters:
  - a. To consider the following planning applications:  
3PL/2013/0757 - thpd Properties Ltd – Yaxham Waters Holiday Park – Application for removal or variation of a condition following grant of planning permission – Variation of the condition to allow for the substitution of drawings that revise the design of the roof.
  - b. To discuss any further developments and/or response received from Breckland Council relating to the static caravan in the garden of the property situated at Redmayes, Dereham Road.
  - c. To discuss any further developments and/or response received from Breckland Council in relation to the building works being undertaken at Riverside Farm, Cutthroat Lane, Yaxham.
8. To discuss Financial Matters:
  - a. To approve the following payments:

i. P M Benson salary	£284.20
ii. P M Benson expenses (Mar-Aug)	£101.73
iii. Mrs L Vincent	£ 26.45
iv. Ollysoft Ltd (website)	£216.00

- v. Poppy Wreath £ 25.00
- vi. Mazars £120.00

- b. To review the position of the forms to allow additional signatories on the Barclays Bank accounts.
9. Internal Control Procedures.
- a. To consider month end bank reconciliations
    - i) Barclays Bank Community Account Statement dated 12 August 2013.
  - b. To compare actual cashflow against budgeted cashflow.
9. Grounds Maintenance – to review the position on the cost of Tender 2 to the Council.
10. To receive an update on Highway matters.
- a. To receive an update on work carried out and work planned and or investigated by Highways.
  - b. To note other repairs/maintenance work required.
  - c. To consider the bus stop provision at Clint Green
11. To review advertising on the Yaxham Village website.
12. East of England Co-Operative village defibrillator update
13. To receive correspondence:
- a. Norfolk Constabulary e-mail 14 August 2013 advising nil Crime statistics in Yaxham for the month of July.
  - b. E-mail 24 August 2013 from a member of the public requesting details of the 6.8 mile walk around Yaxham.
  - c. Norfolk ALC - Stone Curlew Soiree – 8<sup>th</sup> October 2013.
  - d. Breckland Council - Cycle Cinema – 21<sup>st</sup> August 2013
  - e. Norfolk ALC – Pathways afternoon - 28<sup>th</sup> September 2013
  - f. Breckland Council – Funding Fair – 25<sup>th</sup> September 2013
  - g. Police and Crime Commissioner – Rural Roundup – 25<sup>th</sup> September 2013.
  - h. Breckland Council – Dog bin guidance – 30<sup>th</sup> July 2013.
  - i.
14. To receive items for the next Agenda.
- a. To confirm the date of the next meeting:  
**Full Meeting at 7:30 pm on Thursday 17th October 2013.**



Clerk to the Council, 29 August 2013