



YAXHAM PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE JUBILEE PARK MEETING ROOM AT 19:30 hours ON 10 JULY 2014

Present: Cllrs Lowings (Chairman), Bennett, Crummett,
Dimoglou, Faircloth, Harvey and Myhill.
In attendance Mrs F Needham (Clerk), members of the public

14/101. To receive and accept apologies for absence.
None.

14/102. 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.
Cllr Faircloth and Cllr Harvey declared a prejudicial interest in item 14/107 **3PL/2014/0541/F** as having business interests.

14/103. To receive matters of interest from the District/County Councillor. None.

14/104. To agree and sign the minutes of the meeting of the Parish Council held on 12 June 2014. The minutes were accepted as a true record and signed by the Chairman.

14/105. To receive correspondence from Yaxham Parish Charity about allotment land and to discuss provision of allotments
A letter from Yaxham Parish Charity was read out; the Charity will consider buying suitable land for allotments if such land becomes available and making the land available for an allotment society, but does not want to rent land for allotments as it does not consider this a practical long term solution. It was AGREED that the Parish Council accepts there is a need/wish for allotments, but that the first step is to find suitable land. The Parish Council do not wish to rent land. It was AGREED that the Parish Council do not want to take on the role of running allotments so any allotments would need to be run by an allotment society. The land at Paper Street is not available for allotments use. Suggestions of suitable land for acquisition by the Charity should be made to the Charity or Parish Council.

14/106. To hold a public session.

A member of the public said she had collected letters from six people who wanted to have an allotment and that a meeting was being held on 28th July to set up an allotment society. Trudy Guist, who is co-ordinating the Community Car Scheme with Jenny Smith, asked if the Parish Council would consider taking on the Car Scheme. At present, the Scheme needs to pay £174 for insurance and it was suggested that if the Scheme was part of the Parish Council, this insurance would not be required. Members of the public from the parish and from Mattishall and North Tuddenham spoke against planning application **3PL/2014/0541/F**. Cllr Myhill spoke on behalf of Mrs Stallion to say that, unless more volunteers come forward for the Community Speedwatch, it will close at the end of July.

14/107. To discuss Planning Matters:

- a. To review the following planning applications:

3PL/2014/0541/F – EDP - Land to the east of Bush Lane, Dereham - Erect wind turbine (max height 78m), access tracks, crane pad, construction compound & sub-station building

Cllrs Faircloth and Harvey did not take part in this agenda item. Cllrs agreed to object strongly to this planning application on the grounds mentioned in the public session.

- b. To note the following planning decisions:

3PL/2014/0478/F - Mr & Mrs Totterdale - Plot A Land North West Side Station Road NR19 1RD - MMA to 3PL/2010/1247/F in respect of reposition approved entrance – Permission granted

3PL/2014/0431/F Mr Steve Brandish - 6 Fieldings Drive NR19 1FR New detached house including garage – Permission granted

14/108. To discuss Financial Matters.

- a. To approve payments from the Community Account

i.	YVAA room hire	£142.50
ii.	Douglas Harrow – internal audit	£125.00
iii.	George Crummett – plants	£48.84
iv.	F Needham – Clerk’s pay July 2014	£220.40
v.	HMRC – Clerk’s PAYE July 2014	£55.20
vi.	F Needham – Clerk’s expenses to 10/7/14	£55.28
vii.	F Needham – Clerk’s pay Aug 2014	£220.40
viii.	HMRC – Clerk’s PAYE Aug 2014	£55.20

A letter to Barclays to close the CLP account was signed.

14/109. Internal Control Procedures.

- a. To approve bank reconciliations for the Yaxham Parish Council Community Account**

The bank reconciliation statement (to bank statement 148, dated 10 June 2014, balance £7,874.95) was reviewed and signed by Cllr Lowings as accurate.

- b. To receive financial report**

The clerk presented a financial report showing actual expenditure to date and the predicted end of year expenditure.

14/110. To review Code of Conduct.

The revised Code of Conduct was agreed.

14/111. To review Standing Orders

The revised Standing Orders were agreed.

14/112. To receive an update on Highway matters.

- a. To receive an update on work reported to Highways

None.

- b. To note other maintenance work required

The clerk has received an email from Paul Philips asking the PC to request that Highways repair the section of pavement at the entrance to the village hall.

14/113. Update on application for funding for footpath walk leaflets

The clerk has started an application to Norfolk Community Foundation. An equal opportunities policy for the PC is required. It was AGREED the clerk will draft a policy for discussion at the next meeting. The clerk will also do an application to Awards for All.

14/114. Update on defibrillator

Cllr Myhill reported that Community Heartbeat can provide defibrillators for £500. It was agreed the clerk will write to the East of England Co-Operative expressing disappointment at the delays and problems with the installation of the defibrillator and asking that the installation be completed as soon as possible.

14/115. To receive correspondence.

1. Breckland Council – Open Space Audit 2014 – AGREED the clerk will submit comments on the need for a recreational area/play ground in Clint Green and for allotments
2. Norfolk Constabulary Crime Statistics reporting two crimes in May 2014
3. Breckland YAB – Small Grants
4. Norfolk RCC – training – AGREED to pay half of cost (£15) for clerk to attend Governance training session on 16th September.

14/116. To receive items for the next Agenda.

To discuss whether the PC should take on the Community Car Scheme (clerk to check insurance situation).

To confirm the date of the next meeting: **7:30 pm on Thursday 11th September 2014.**

The Chairman closed the meeting at 9.35 pm.