



YAXHAM PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE JUBILEE PARK MEETING ROOM AT 19:30 hours ON 5 DECEMBER 2014

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

1. To receive and accept apologies for absence

Apologies were received and accepted from Cllrs Myhill and Dimoglou.

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

None received.

3. To hold a public session

Martin on behalf of Yaxham Football Club asked that the Parish Council consider using one contractor for all the grass cutting, preferably a local one who could respond to requests for additional cuts.

There was a vote of thanks to those involved in the Community Lead Plan. Cllr Lowings also thanked Mr Peter Smith on behalf of the PC

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

None.

5. To agree and sign the Minutes of the Meeting of the Parish Council held on 17 October 2013

The minutes were accepted as a true record and signed by the Chairman.

6. CLP Group

Mr Smith spoke on behalf of the CLP. The bulk fuel buying scheme is up and running.

Community car scheme

Mr Smith outlined the proposed community car scheme for volunteer drivers to take residents to medical appointments. The full cost for passengers would be 45p a mile. Mr Smith asked that the Parish Charity support the setting up of a community car scheme financially to the sum of £1000 for the first year to cover the costs of insurance, room hire and subsidising one third of passenger costs.

Community re-cycling

Mr Smith set out the proposal for a community recycling day and asked that the Parish Council support this and set a date in the next year.

Mr Smith informed the meeting that the CLP Group are meeting with George Freeman at the end of January

It was agreed that the community car scheme will be discussed at the next Parish Charity meeting and the recycling day will be discussed as an agenda item at the next Parish Council meeting.

7. To discuss Planning Matters

- a.** To review the following planning applications

Reference 3PL/2013/1102/F – Mr P Dimoglou - Yaxham Waters Dereham Road NR19 1RF - Extension to single storey dwelling house, on a separate site to the holiday park but shares access to the highway.

It was agreed to support this application.

- b.** To note the following planning decisions:

Reference 3PL/2013/0870 – Mr A Cheetham – Gadwell Farm, Spring Lane – Conversion of redundant agricultural building to two holiday cottages for short term lettings and 11 month occupancy.

It was noted that permission had been refused.

- c.** 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.

No further update received. Clerk to contact Breckland Council.

- d.** 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.

No further update received. Clerk to contact Breckland Council.

- e.** To receive Breckland Council's e-mail dated 29 October 2013 confirming that the stables constructed at Homefield, Dereham Road are not in breach of planning control.

8. To discuss Financial Matters

To approve the following payments:

a. P M Benson salary (November)	£273.00
b. P M Benson expenses (September-December)	£115.39
c. J Pillar	£450.00
d. G Crummett	£ 25.92
e. Mrs M Cross	£ 30.00
f. Mr D Myhill	£ 30.00
g. Mr P Lowings	£ 13.10

To note the following payment made as agreed in item 6 of the minutes of the meeting held on 17 October 2013:

Payment made to Norfolk RCC in the sum of £20. Cheque number 100813. To further note that an accompanying authorisation slip was not signed in respect of this transaction as the cheque was not signed in a council meeting and was not on the list of receipts and payments but was agreed in the above meeting item.

To note that Barclays Bank have confirmed that all amendments to signatories have been authorised.

9. Internal Control Procedures

a. To consider month end bank reconciliations

- i. Barclays Bank Community Account Statement dated 30th October 2013 in respect of the Yaxham Parish Council CLP account.**

The bank reconciliation statement was reviewed and signed by Cllr Lowings as accurate.

- ii. Barclays Bank Community Account Statement dated 11 November 2013 in respect of the Yaxham Parish Council Community account.**

The bank reconciliation statement was reviewed and signed by Cllr Lowings as accurate.

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.

The hedge along the pathway on Norwich Road needs coppicing along the pathway side. The clerk will report to Highways.

b. To note other repairs/maintenance work required.

The hedges along Cutthroat Lane are in need of cutting and are causing an obstruction. All parties have been written too. The clerk will report to Highways.

There is a pothole near the manhole cover between Spring Lane and Pinns Corner. The clerk will report to Highways.

11. Yaxham Village Website

a. To review advertising on the Yaxham Village website.

Not discussed.

b. To note that the domain 'yaxham-village.co.uk' has not been renewed.

It was agreed not to renew the domain.

12. Bus services at Clint Green

There have been a number of complaints from members of the public that bus drivers are not always stopping outside the Lord Nelson at Clint Green. Some buses are stopping by the Chapel which is dangerous. The Clerk wrote to Highways about the encroachment onto the highway by the owner of the pub: Highways do not want to take any action. A member of the public stated that he had contacted Konectbus who had said they had instructed drivers not to use the stop because the owner had said he did not want the stop used. Helen Martin at NCC has been involved in liaising with Konectbus. It was agreed to contact Konectbus requesting that the stop continue to be used as the bus stop via Helen Martin.

13. To consider the draft budget for 2014-15

It was noted that Breckland Council will not be paying the Localised Support for Council Tax grant to parish councils in 2014/15. The draft budget was considered and it was agreed to agree the budget and precept at the January meeting.

14. Bus Shelter cleaning

Mary Cross no longer wishes to clean the Norwich Road bus shelter. Geoffrey Oatey has expressed an interest. It was agreed Cllr Myhill will contact Mr Oatey to offer him the work.

15. Grounds Maintenance

To agree the basis on which to issue tenders and which contractors to include on the list of tenderers for the 2014-15 grass cutting season.

It was agreed the Clerk will write to the contractors who have expressed an interest in the past and will also advertise the contracts on the website. Contractors will be asked to state what equipment they have available to carry out the work. The closing date will be the end of January, to be considered at the February meeting.

16. East of England Co-Operative village defibrillator update

The Clerk will pass on Cllr Myhill's contact details to the surveyor who will be attend the village hall to carry out a survey for the best position to locate the defibrillator unit.

17. The following correspondence was received:

- a. Age UK letter dated 20 November 2013.
- b. Breckland Council e-mail dated 5 November 2013 - 2014-15 Precept Requirement.
- c. Garvestone, Reymerston & Thuxton Parish Council – email 5 December 2013 regarding purchasing portable speed sign in partnership: agreed to put on next agenda

18. To receive items for the next Agenda

None.

To confirm the date of the next meeting:

Full Meeting at 7:30 pm on Thursday 9th January 2014.

The Chairman closed the meeting at 9pm.