



YAXHAM PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE JUBILEE PARK MEETING ROOM At 7.30 pm ON 14 JANUARY 2016

Present: Cllrs Lowings (Chairman), Bennett, Crummett, Dimoglou,
Harvey, Goldsmith and Myhill.
In attendance Mrs P Benson (Clerk) and members of the public

1. **To receive and accept apologies for absence.**
None received, all councillors present.
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 Dimoglou advised the following; in respect of item 6.a.i., he is a neighbour; in respect of item 6.a.ii., he knows the agent and has been lobbied by the agent.
3. **To hold a public session.**
The following matters were raised;
The recent flooding in Cutthroat Lane.
Three separate fly tipping incidents.
The overgrown hedge on the main road.
NP4Yaxham spoke about the Section 106 agreement at Elm Close.
The Chairman closed the public session at 7:45pm
4. **To receive matters of interest from District and County Councillors.**
Cllr Dimoglou thanked NP4Yaxham for their efforts on the Elm Place planning application and offered to look into the split of Section 106 monies.
The Local Plan has a response date of 22 February, the purpose of the plan being to identify land which is suitable for development in the future.
5. **To agree and sign the minutes of the Parish Council Meeting held on 12 November 2015 and 16 December 2015.**
It was agreed that the minutes were a true and accurate record of the meetings held and they were signed by the Chairman.
6. **To discuss Planning Matters:**
 - a. To review the following planning applications:
 - i. 3PL/2015/1416O Mr & Mrs R Thomas
Erect dwelling and Garage, Overdunit, 4 Fieldings Drive, NR19 1FR.
It was agreed to support this application subject to the previous comment about the footpath being provided being reiterated.

- ii. 3PL/2015/1106/F Mr R & Mrs C Holliday
Static caravan (for owners or family's occupation in association with existing stables), Tud Farm, Cutthroat Lane, NR19 1RG
It was agreed to object to this application on the grounds that it is not of suitable design/character in the open countryside, the need is not justified and it is outside the settlement boundary.

b. To note the following planning decisions:

None received

7. Neighbourhood Plan -

- a. To receive an update from NPlan4Yaxham.
An update was provided by NPlan4Yaxham; points to note include the survey and newsletter which would be issued shortly with 5 post boxes being made available around the village for the return of the survey questionnaires. A drop in session will be held in the village hall on 27 January.
- b. To receive any updates from Breckland Council on the Neighbourhood Plan application.
None Received
- c. To agree the Financial Protocols for the Neighbourhood Plan Group - NPlan4Yaxham.
It was agreed that in view of the strict financial due diligence required by the Locality grant that Yaxham Parish Council would authorise NP4Y to agree to spend up to £600 without prior approval subject otherwise to the Financial Protocols of Yaxham Parish Council being adhered to.
- d. To note and further agree the requirements of Yaxham Parish Council in terms of management of Council funds.
See 7.c. above.
- e. To consider opening an additional bank account in the name of Yaxham Parish Council - NPlan4Yaxham.
It was agreed to open a No2 account with Barclays and to transfer the NP4Y funds into said account.
- f. To consider agreement to pay Nplan4Yaxham invoices and sign cheques in outside Yaxham Parish Council meetings.
It was agreed that all invoices would be presented at Yaxham Parish Council meetings and that cheques would be only be signed in Council meetings.

8. To discuss Highways issues.

The following issues were raised; flooding at Cutthroat Lane, where it meets Station Road; pothole outside Hazledene has not been dealt with; pothole at Clint Green opposite Portland House; 30mph sign has rusted off.

The Clerk advised that we had been expecting the response from Highways to slow down following the launch of their scheme where parish councils were invited to pay for a fast response.

9. **To discuss dog fouling on the playing field.**
It was noted that the playing field is not Parish Council owned land. It was agreed that Cllr Myhill would contact the dog warden department as he had previously been in contact with them.
10. **Update on access to Badley Moor.**
Cllr Dimoglou advised that he had been contacted by three members of the public regarding the access issue on Badley Moor. A second response is currently awaited from the PSCO about the use of firearms on the land. It was noted that Dereham Town Council have not taken any further action.
11. **To report any updates arising in relation to the removal of the restrictive covenant on the land at Paper Street.**
None received.
12. **To consider the Councillor training courses provided by NPTP and agree any training to be attended.**
It was agreed that Cllr Goldsmith should attend a training course at a convenient location/date for him.
13. **To receive correspondence.**
Letter from YVAA 24 November 2015.
Change to Audit Regulations – opt out.
Breckland Matters; it was agreed that the Clerk would e-mail Breckland Matters to Councillors when received.
14. **To discuss Financial Matters.**
 - a. The payments detailed in the attached schedule were approved.
 - b. To approve bank reconciliations.
The bank reconciliations were reviewed and signed by the Chairman and the Vice Chairman
 - c. To receive the Internal Auditor's interim report.
The Internal Auditor's report was received by the Council. Cllr Goldsmith was appointed as the internal control officer for the Council.
15. **To agree the draft Budget for the 2016-2017 financial year.**
The budget was agreed by the Council.
16. **To discuss parking outside Yaxham Church of England (VA) Primary School.**
It was agreed to include this item on a future agenda
17. **To consider the cleaning of the signposts and any expenditure required.**
Cllr Harvey agreed to clean the signpost opposite the School.

18. **To consider passing a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), that the public and accredited representatives of newspapers be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972 by virtue of the paragraph specified against the item.**

It was agreed to exclude all public and press present and they were asked to leave the meeting.

19. **To review the grounds maintenance contracts and to agree the basis on which to issue tenders and which contractors to include on the list of tenderers for the 2015-16 grass cutting season.**

It was agreed to invite tenders for a period of one year and three years. Cllr Crummett asked that the successful tenderer be asked to price for cutting No 4 footpath once or twice a year between the school and Cutthroat Lane.

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

Bus Shelters.

Parking outside School.

Amendment to Audit Regulations.

To confirm the date of the next full meeting: **7:30 pm on Thursday 11th February 2016**

The Chairman closed the meeting at 9:32 pm.