

YAXHAM PARISH COUNCIL

MINUTES OF THE MEETING OF THE PAROISH COUNCIL HELD IN THE JUBILEE PARK MEETING ROOM AT 7.30 P.M. ON 14TH APRIL 2016

Present: Cllrs Lowings (Chairman), Harvey, Bennett, Crummett and Goldsmith
In attendance: Mrs G Hubbard (Locum Clerk), Mrs K Wilson and 15 members of the public

1. To receive and accept apologies for absence

The Chairman welcomed those present and thanked them and his fellow Councillors for attending. He introduced and welcomed Mrs Hubbard, who was attending as a local Clerk for the evening, and Mrs Wilson, who was observing and will probably be taking up the position of the new Parish Council Clerk. Apologies for absence were received and accepted from Cllrs Dimoglou and Myhill.

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

No interests were declared. The Chairman had received 3 letters, one was from Mr Dimoglou, Director of Yaxham Waters Holiday Park. The letter explained about the idea of a further planning application from THPD Properties Ltd. to include the whole or part of the site in the Emerging Local Plan land allocation exercise. He felt that, in relation to the Draft Plan, that the strategic gaps should be amended to not cover Yaxham Waters, before it is submitted to Breckland Council. The second letter received from Yaxham Waters was regarding the Neighbourhood Plan. There was also a letter from Yaxham C, of E. (VA) Primary School regarding the Neighbourhood Plan. The letter was suggesting some amendments be made to the Plan and pointed out some errors.

The Chairman suspended the Parish Council meeting and opened the Public Participation session.

A member present stated that he was surprised that the Parish Council had voted to accept that Yaxham will become part of the Local Plan. He was told that it would become a local services centre, even though it did not have the facilities that are usually needed and it was not a unanimous vote. The newspaper stated that a Litter Pick and Clean Up were supposed to happen but no actual plans had yet been made. Someone wanted to discuss the Community Car Scheme, it was not on the agenda but can be discussed in May. There was some criticism made regarding Yaxham Waters and it was felt the whole situation could be made more transparent and consultation could be better. Last year the Local Plan had 22 dwellings approved. Over the years there has been steady organic growth, infilling of brown sites, etc. The residents do not want a mass of development and potentially 500 new houses could be built. The Chairman thought it might be a good idea to call an Extra Ordinary meeting to discuss all the issues regarding whether or not to make the village a service centre. Some minor changes will be made to the Neighbourhood Plan and the Chairman reminded those present that it is in the Pre-Submission consultation stage

The Chairman closed the Public Participation Period and resumed the meeting.

3. To receive matters of interest from District and County Councillors.

To discuss whether to proceed with availability of a grant funding from Breckland for outdoor recreation equipment.

As there were no District or County Councillors present, the grant funding for outdoor equipment could not be discussed and it will be put on the May agenda.

4. To agree and sign the minutes of the Parish Council Meeting held on 11th February 2016
It was agreed that the minutes were a true and accurate record of the meeting held and they were signed by the Chairman.

5. To discuss Planning Matters

a) To review the following planning applications

3PL/2016/0413/F Mr & Mrs Anthony Cheetham, change of use of existing garage to annex with extensions. The Parish Council voted to support this application.

The Chairman suspended the Parish Council meeting to allow Mr Salisbury-Jones to speak about his application. He said his neighbour supports the development and he answered a few questions.

The Chairman resumed the meeting.

b) 3PL/2016/0358/0 Mr & Mrs John Salisbury-Jones, erection of dwelling and garage. The Clerk will inform Breckland that one Parish Councillor abstained from voting, two Parish Councillors voted in favour of it, two Parish Councillors voted against and the Chairman used his casting vote, making the result three votes in favour.

To note the following planning decisions.

c) 3PL/2015/1106/F Mr & Mrs C Holiday, static caravan for owners or family's occupation in association with existing stables, planning permission refused.

d) To receive notification that the proposed development of 2 dwellings at South of Yaxham Mill, Norwich Road, Yaxham, is the subject of an appeal under Town and Country Planning (Appeals), (Written representations procedure), (England), Regulations 2009.

6. Neighbourhood Plan

a) To receive an update from NPlan4Yaxham Working Group. On the progress of the draft Neighbourhood plan, and to decide on the Working Group's recommendation whether to agree to the Working Group proceeding to the next stage of the Neighbourhood plan by commencing the Pre-Submission Consultation.

The Chairman of the group read out a report. A new Neighbourhood Plan Officer is now in place. The go-ahead has been given by Breckland to the plan and it will be submitted for a 6 week period. Two meetings have been arranged. All documents are available for viewing on the website. All the responses will be considered. It is still at the pre-submission stage. The Parish Council voted unanimously in favour of giving its agreement to it going to the Pre-Submission stage.

b) To receive a financial report including the current grant position, VAT and any invoices from Nplan4Yaxham to be included in item 13.a below under Financial Matters.

The Chairman of the group reported that the group had issued in advance a 3 page financial statement. £11,700 had been received from grants. A great deal of VAT money will be reclaimed back. An informative financial report was delivered by Mr Martin.

c) To discuss whether to proceed with assisting the NP4Y Group for more details from Breckland on the new sites brought forward as part of the Local Plan consultation.

There is a problem regarding Breckland match funding. The Parish Council agreed that it should proceed to chase up Breckland for the match funding.

7. Queen's Birthday Grant

The deadline for applications for funding for a party had passed. To qualify for the £200.00 a litter pick or some sort of cleaning exercise had had to have taken place. The Chairman will look into whether it may be possible still to apply and if some funding was obtained, a new planter will be bought. It will go onto the May agenda.

The Chairman suspended the Parish Council meeting to allow a member of the public to speak. The question of Yaxham Waters supplying planters was discussed. The resident was told that Yaxham Waters had already supplied some. Then the Chairman resumed the meeting.

8. To discuss Highways issues

Between Mattishall to Clint Green, the tarmac on the road is breaking up. It is also breaking up on the corner of Paper Street, where it meets Norwich Road. And at Mill Lane, Yaxham, there is the same problem. The 30 m.p.h. sign down Station Road has been knocked out of the ground and is lying on the grass verge, outside a property known as The Curtledge, near the railway crossing. This problem will be reported to Highways.

9. To discuss car parking at the school

The Chairman reported that he will make an appointment with the Headteacher at the school and go and speak to them about this problem.

10. To discuss the Bus Shelter provision

Outside the Pensioners' homes at St Peter's Close there is a bus stop but there is no bus shelter. It will go on the May agenda. When the Parish Partnership is next available, the Parish Council may consider putting in an application to try to get some funding from Norfolk County Council to help with this.

11. To report any updates arising in relation to the removal of the restrictive covenant on the land at Paper Street.

A letter had been received from the solicitors Wardgethin Archer, thanking the Parish Council for their letter of March 14th. Another letter will follow and this item will go on the May agenda.

12. To receive correspondence

A renewal application had been received from the Information Commissioner's Office, for Data Protection and the cost to renew will be £35.00.

13. To discuss Financial Matters

a) To approve payments and to note receipts. The following financial transactions were authorised for payment:-

Information Commissioner's Office (data protection)	£35.00
Mrs Hubbard (Locum Clerk)	£81.35
Eastern Office Equipment	£221.76
Small Fish Co.	£1,675.36
Paula Benson	£216.60
Eastern Office Equipment	£459.00
Small Fish Co.	£3,330.90

b) To approve bank reconciliations. No bank reconciliations were available for approval.

14. 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.

The Parish Council all agreed to vote in favour of this resolution and the Public present left the meeting.

15. To discuss the recruitment of the new Clerk and to establish whether/how the existing Clerk can assist remotely in the interim period.

The Parish Council unanimously voted to offer Mrs Wilson the position of Clerk to the Parish Council and she accepted the position.

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

To appoint a Chairman and Vice Chairman of the Parish Council for the forthcoming year

To adopt the accounts and deal with the Annual Return

To report any updates arising in relation to the removal of the restrictive covenant on the land at Paper Street.

To discuss the Bus Shelter provision

Queen’s Birthday Grant

To discuss whether to proceed with availability of a grant funding from Breckland for outdoor recreation equipment.

To discuss the Community Car Scheme

17. To confirm the date and time of the next meeting

The date of the Parish Council meeting will be Thursday 12th May at 7.30 p.m. This will be the Annual Parish Council meeting. This will be preceded at 7.00 p.m. by the Annual Parish Meeting.

The Chairman thanked everyone for attending. There being no other business to discuss, the Chairman declared the meeting closed at 9.40 p.m.

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Chairman

Date

