



YAXHAM PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE JUBILEE PARK MEETING ROOM AT 19:30 hours ON 12 FEBRUARY 2015

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

15/20. To receive and accept apologies for absence.
Apologies were received and accepted from Cllr Bennett.

15/21. 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 Crummett declared an interest in Item 15/33.

15/22 To hold a public session.

A member of the public spoke about large planning applications in Mattishall, Yaxham (Elm Close) and the possible application in Westfield and Toftwood and expressed concern about services, highways and whether the cumulative effect of many housing developments was being adequately considered in planning decisions. The demand on the school which the Elm Close development would cause was specifically mentioned. Cllr Dimoglou said that the Gladman application in Mattishall had been refused permission, but that Breckland Council does not have a five year housing supply and so under the National Planning Policy Framework has to grant permission if a proposal is deemed to be sustainable development. This situation will continue until the new Local Plan is completed. The agent of William Morfoot spoke in favour of planning application 3PL/2014/0820/O, Elm Close, as amended.

15/23. To receive matters of interest from the District/County Councillor.
None.

15/24. To agree the minutes of the Parish Council Meeting on 7 January 2015.
The minutes were accepted as a true record and signed by the Chairman.

15/25. To discuss Planning Matters:

a. To review any new planning applications.

Amendments to **3PL/2014/0820/O** – Mr & Mrs William Morfoot- Land off Elm Close - Residential development for up to 45 dwellings

Amendments to the planning application have been submitted to Breckland Council and the PC notified of these. The application is now for outline planning permission with no specified number of dwellings with this and other details to be agreed at the reserved matters stage. There was some discussion about whether the principle of housing development at this site was desirable and about what comments should be made about the number of dwellings given that the revised application removes the reference to up to 45 dwellings. The clerk said that the planning officer had indicated that the previous application for up to 45 dwellings with plans shown for this number was an unacceptable density from his point of view and

that it had been suggested to the applicant that he either submit plans for a smaller number of dwellings or request outline permission with no reference to numbers so that the number can be agreed at the reserved matters stage if the principle of development is agreed. Councillors felt that 45 dwellings were too many for the site. It was agreed to submit comments that the PC does not object to the principle of residential development on this site. The Parish Council do have concerns that the site is outside the settlement boundary and would not wish a precedent to be set of building outside the boundary on unsuitable locations. However, in this instance they believe that the site is suitable for development. The Parish Council wishes to see a significant amount of open space within the site when the detailed plans are drawn up.

3PN/2014/0058/UC – Mr A Cheetham – Gadwall Farm Spring Lane NR19
1SA – Change of use of agricultural building to dwelling (Permitted
Development - for information only)

b. To note any planning decisions. None.

c. Update on planning application 3PL/2014/1030/D – Mrs PA Gunn – The Rosary Norwich Road NR19 1QZ – Erection of a two storey dwelling (Reserved matters)

It was AGREED to object to the further revised application on the grounds mentioned in the previous comments which have not been addressed in the revisions. It was AGREED to also comment that the PC's disapproval of the fact that the applicant has removed the hedge between this plot and the neighbouring plot without notice.

d. Update on proposed housing and other development on land off Shipdham Road, Westfield Road and Yaxham Road – public exhibition on 17th February

The agents have organised a public exhibition for the 17th February 2015 between 2pm-8pm at Toftwood Social Club. Clerk has emailed to parishioners and a notice has been put on the website. It was agreed the clerk will write to the agent to request that adjoining landowners and residents of Cutthroat Lane are informed and send a copy to Planning.

15/26. To discuss Financial Matters.

a. To approve receipts

I	YVAA – grounds maintenance CPA & Church Drive	£210.00
---	-----------------------------------------------	---------

To approve payments

I	F Needham – clerk's pay February 2015	£275.60
li	Ollysoft Limited – website hosting and maintenance	£230.40
lii	Mike Berry Electrical – defibrillator electrical supply	£97.86
lv	Bob Gust – fittings for defibrillator electrical supply	£12.12
V	F Needham – clerk's expenses February 2015	£46.16
Vi	G Crummett – plastic leaflet holders	£25.20
Vii	G Crummett – plant fertiliser for planters	£7.98

nb Item vi was approved after agenda item 15/33.

b. To approve bank reconciliations

The bank reconciliation statement for the Community Account (to bank statement dated 9 January 2015, balance £8129.26) was reviewed and signed by Cllr Lowings as accurate.

The bank reconciliation statement for the NS&I Investment Account (to bank statement dated 1 January 2015, balance £3258.69) was reviewed and signed by Cllr Lowings as accurate.

c. To receive an update on the new transparency code for smaller authorities

An external audit of the PC's accounts will no longer take place. The Parish Council is now required to publish on its website certain financial and other information. The deadline for the publication of information for 2014/15 is 1st July 2014.

15/27. To receive an update on Highway matters.

a. To receive an update on work reported to Highways

The clerk has requested that Highways cut the hedge on Station Road: they have said it is the landowner's responsibility. The clerk will write to Mr Youngman again. The ditch near Field Cottage has still not been done. The clerk will follow up. The highways drainage problems on Norwich Road have still not been dealt with by Highways. The clerk will follow up.

The clerk has spoken to Kees Anema about the hedges of the Diocesan land on Cutthroat Lane. The hedge is still untrimmed and the clerk will follow this up. The clerk has reported that Station Road near 1 and 2 Harvey Cottages is lifting and in need of repair.

b. To note other maintenance work required

The clerk will report the following: flytipping at the Green Lane/Cutthroat Lane and Mouses Lane/Well Hill junctions, road surface is in need of repair on Station Road from Norwich Road to Priors Grove, flooding outside Boundary House, Norwich Road, Clint Green (work has been done recently but there is still flooding), the chevron road sign on Watering Farm bend is broken and the sign to the village hall on Norwich Road is broken.

Cllr Harvey has cut the hedge along the footpath at Pinns Corner. There has been a request from a member of the public that the SAM2 be located in Clint Green for a longer period when it is next in the parish. This was agreed.

15/28. Update on public meeting with George Freeman for Yaxham Parish Council, residents of the parish and Parish councils and residents of neighbouring parishes to discuss planning issues.

A public meeting was held on January 8th organised by Mattishall Matters and attended by George Freeman and Martin Pendlebury of Capita. There was some discussion about whether it was appropriate for the PC to hold a public meeting before the election. A vote was taken in favour of holding the meeting in April. The date of 9th April 17th at 7.30 pm at Yaxham Village Hall was agreed. The focus of the meeting will be planning issues in villages and rural areas. The clerk has contacted neighbouring parish councils. Care needs to be taken with invitations due to the proximity to the elections on 7th May. It was agreed to invite the parliamentary and district council candidates. The clerk will invite Capita, the Environment Agency, NHS and Anglian Water. Questions will be invited from members of the public and must be submitted in advance. The clerk will put an advert in the Dereham and Fakenham Times, or preferably try to get an article.

15/29. To receive an update on the land at Paper Street.

Breckland Council cabinet considered the proposal regarding the restrictive covenant at their meeting on 13 January 2015, but no notification of the outcome has been received yet.

15/30. To receive an update on the bus stop at Clint Green.

Clerk has liaised with Helen Martin, NCC. The sign has been requested and Highways have agreed to install a post. Helen will contact Konectbus to remind them that the stop is in operation and see if they can put up a temporary sign.

15/31. To discuss whether to join the Local Government Pension Scheme for the parish clerk.

Notes on pension provision prepared by the clerk were circulated to councillors before the meeting. To summarise these, the cost per year would be 20.5% of the clerk's salary i.e. around £700. The employer's contribution is reassessed by the Pension Fund every three years. There are sufficient funds available as the income for 2015/16 is of £10,400 and budgeted expenditure £7,900 i.e. income £2500 above expenditure. The PC would not be legally obliged to provide a pension to the clerk under the workplace legislation as the clerk's salary is less than £10,000 a year. However, the clerk is providing a professional level clerk service and is working as clerk for three PCs (total salary above £10,000) and so requests that the PC consider joining the pension scheme. The PC can resolve to agree a pension for the post or for a particular employee. It was resolved under Regulation 4(3) of the Local Government Pension Scheme (Administration) Regulations 2008 that Frances Needham should be designated as being eligible for membership of the LGPS with effect from 1st April 2015.

15/32. Update on location for a new dog waste bin on Station Road.

A location on the right hand side of the entrance to Prior's Grove has been agreed by Breckland Council and Highways. The clerk will order a green bin and stick.

15/33. To agree to buy leaflet holders for the footpath leaflets.

It was agreed to buy plastic holders at a cost £25.20.

15/34. To discuss the use of the Parish Council noticeboards.

A request has been for YVAA to share use of PC noticeboard near the Yaxham sign to display weekly lists of events for hall and social club. It was agreed that if the weekly lists are forwarded to Cllr Lowings he will put them up on the noticeboard.

15/35. To receive an update on the defibrillator.

The defibrillator has been fitted to the outside of the village hall. It was agreed not to display the code. The clerk will look into organising a demonstration session on use of the defibrillator by the Ambulance Service, St Johns or Red Cross.

15/36. To receive correspondence.

1. Norfolk Constabulary Crime Statistics: 5 crimes in December 2014
2. CPRE Light Pollution Questionnaire – Cllr Crummett to complete
3. Neighbourhood Plan notice for Mattishall – noted.

15/37. To receive items for the next agenda. None.

15/38. To consider passing a resolution to exclude the press and public from the meeting on the grounds that the next business to be transacted is confidential and publicity would be prejudicial to the public interest. The resolution was agreed.

15/39. To consider the tenders for ground maintenance.

YVAA are happy for PC to decide on the tender for the play area and Church Drive. It was AGREED to award Tender 1: Jubilee Park playing field, Tender 2: Pinns Corner, Mouse's Lane and Pinns Lane and Tender 3: Church Room Drive and play area to Gary Lake. It was agreed that tenders will be considered earlier for the next season.

To confirm the date of the next meeting: **7:30 pm on Thursday 12th March 2015.**

The Chairman closed the meeting at 10:40 pm.