



## YAXHAM PARISH COUNCIL

### MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD IN THE JUBILEE PARK MEETING ROOM AT 7.30 pm ON 10 SEPTEMBER 2015

Present: Cllrs Lowings (Chairman), Bennett, Crummett,  
Dimoglou, Goldsmith and Myhill.

In attendance Mrs P Benson (Clerk) and members of the public

- 1. To receive and accept apologies for absence.**  
Apologies were received and accepted from Cllr Harvey.
- 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.**  
None received.

The Chairman proposed that Items 7, 8 and 11 on the agenda be brought forward to after the public session which was agreed by all councillors present.

- 3. To hold a public session.**  
A representative of the applicant for planning permission on Elm Close spoke to advise that the applicant was considering making ten private allotments available at the site. These would be subject to a private allotment agreement between the applicant and the allotment tenant and are likely to be made available in the Spring of 2017 once the road to the site is in a good state.

The hedge at the corner of Cutthroat Lane had not been cut recently and was the cause of poor visibility when emerging from the junction.

A kissing gate had not been installed on the footpath at Badley Moor but a stile has been installed instead.

The address on the planning application **3PL/2015/0875** was incorrect and should be 'Land at the rear of The Mill, Norwich Road, Yaxham'.

The Ambulance Service did not have the defibrillator stored/registered in its system.

The success of the Neighbourhood Plan meeting to gauge interest from villagers was discussed, refer to item 6. below.

The Chairman closed the public session at 7:55pm.

**4. To receive matters of interest from District and County Councillors.**

Cllr Dimoglou advised that recent case law (Miller Homes) had proven that Neighbourhood Plans are very worthwhile and can make a difference.

District Councils are bracing themselves for cuts from central government, it is expected that the rate support grant will cease to exist at some point

**5. To agree and sign the minutes of the Parish Council Meeting held on 9 July 2015 and to agree and sign the minutes of the Additional Ordinary meeting held on 6 August 2015.**

The Chairman signed the minutes with an amendment to item 15/124 which was amended to read

**"15/124. Report back on replacement of the planters near the Yaxham sign.**

Cllr Crummett reported that Cllr Dimoglou has offered the services of the Yaxham Waters' carpenter who will be replacing the broken planter and repairing the others."

**6. Neighbourhood Plan**

**a. To receive an update from the Neighbourhood Plan Working Group**

Mrs Oeschle provided an update following the meeting on 8<sup>th</sup> September 2015, the turnout from parishioners was great in numbers and demonstrates the wish for Yaxham to undertake a Neighbourhood Plan.

**b. To consider the e-mail dated 2 September 2015 from the Neighbourhood Plan Working group and all attachments.**

The Members of the Parish Council voted unanimously to support the Neighbourhood Plan by submitting the area plan and application to Breckland Council. Clerk to write to Breckland Council.

**7. Defibrillator**

**a. To discuss the siting of the defibrillator**

The position of the defibrillator was discussed, it was agreed that Cllr Myhill would discuss the re-siting of the defibrillator with YVAA on behalf of Yaxham Parish Council. It was agreed that Yaxham Parish Council would offer to pay for the additional electrician's costs arising from the resiting. It was noted that the original cost of installation was approximately £98.

**b. To discuss the additional invoice received from YVAA for costs relating to the installation of lighting at the Village Hall.**

It was agreed that the Clerk would return the additional invoice received for the installation of lighting to YVAA advising that Yaxham Parish Council had not agreed to meet the cost of additional lighting at the village hall, only the original cost of installation.

**c. To discuss training in use of the defibrillator.**

The Clerk advised that training had been arranged with the East of England Ambulance Service in the Village Hall at 7pm on 23 September 2015. Notices would be placed on notice boards, bus stops, and around the village and a copy sent to the school and to YVAA to allow them to notify the organisations that use the hall.

**8. Update on access to Badley Moor.**

The access issues were discussed and it was agreed that the Clerk would write to the landowner to request that a kissing gate is installed in addition to contacting Dereham Town Council and the Footpath's Officer for an update from their perspective.

9. **To discuss Planning Matters:**

a. To review the following planning applications:

- i) **3PL/2015/0943** Mr & Mrs L Burrell – Church Lane, NR18 1RQ 1RD – Proposed erection of rear extensions and alterations.

It was agreed to support this application.

- ii) **3PL/2015/0875** Mr J Joss – Woodbine, Stone Road, NR19 1RR – 2 new dwellings.

It was agreed that the Clerk would write to Breckland Council to advise them that the correct address on this application should be 'Land to the rear of The Mill, Norwich Road, Yaxham'. The application was reviewed by the Council despite the letter received from Breckland Council advising that the application was on hold due to the date and length of time it had taken to receive the letter.

It was agreed to object to the application on the grounds of the poor visibility/dangerous exit onto the road from the property, potential conflict with holiday accommodation useage and four different owners which could potentially cause access issues.

Cllr Dimoglou queried the location of the septic tank being close to the water supply.

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

None received at the time of drafting the agenda.

10. **To discuss dog fouling particularly on Jubilee Park and a complaint received from a member of the public and agree any action.**

The issue of dog fouling was discussed. Cllr Myhill advised that signs advising that dogs must be kept on leads would be installed within the next few weeks by Breckland Council. The situation would be monitored and if further action is required the topic will be placed on a future agenda.

11. **To discuss Highways issues.**

It was agreed that the Clerk would write to Highways on the following issues:

The hedge behind the footpath at Pinns Corner, Yaxham, has overgrown and is making access on the footpath difficult.

There is a badly sunken manhole in Clint Green, nearly opposite the bus stop.

The whole of the roadside has dropped outside Hazeldene on Well Hill.

There are two big potholes in Stone Road, one at the beginning of the road and one 500 yards up.

The kerb gives way to a driveway on the corner of Station Road and Norwich Road outside Sycamore House. Drivers of cars use this lowered kerb to cut the corner. As this has continued over time the kerb and the pavement is cracking/wearing away.

12. **To discuss the Big Spring Clean Grant.**

It was agreed that a village litter pick would be organised and publicised.

13. **To discuss the recently expired waste exemption at Pinns Corner.**

It was agreed to renew the license to burn waste, all details remain unchanged. The Clerk advised that she understood the license to be free of charge.

14. **To agree the appointment of a solicitor to act for Yaxham Parish Council in relation to the removal of the restrictive covenant on the land at Paper Street.**

It was agreed to appoint Ward Gethin Archer to act for Yaxham Parish Council.

15. **To receive correspondence.**

The letter from Mr Wright thanking them for their donation was read to the Council.

**16. To discuss Financial Matters.**

**a. This item was moved to 19. below.**

**b. To approve bank reconciliations.**

The Clerk advised that new bank statements had not been received to date and so bank reconciliations could not be carried out.

**c. To sign the forms required to change the Clerk's details on all Yaxham Parish Council bank accounts.**

The forms were agreed and signed by the Chairman and Vice Chairman.

**17. 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 Chairman proposed the above resolution which was agreed by all Councillors present and so the proposal was passed.

**18. To review and/or agree the Clerk's terms of service and contract of employment.**

It was agreed that the Clerk's terms of service and contract of employment would be based on those in place when the Clerk left the Council in December 2013.

**19. To discuss Financial Matters.**

**a. To approve payments.**

Following the agreement in item 18. above, the following payments were agreed.

- i) P M Benson, salary July, August, September 2015 £559.52
- ii) HMRC PAYE in respect of 19.a.i) above £140.60

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

None reported.

To confirm the date of the next full meeting: **7:30 pm on Thursday 8<sup>th</sup> October 2015.**

**The Chairman closed the meeting at 9:07pm.**