

## YAXHAM PARISH COUNCIL

To all Councillors

**You are hereby summoned to a Meeting of the Council to be held on Thursday 22<sup>nd</sup> March 2018 at 7.30pm in the Jubilee Park Meeting Room.**

Please notify the Clerk if you are unable to attend.

*Mrs Melanie Eversfield*  
Parish Clerk, 16.03.2018

**Yaxham Parish Council welcomes the public and press to its meetings. The public and press are able to address the Council during item 4 of the agenda. The law does not permit members of the public and press to take part in the debates.**

### AGENDA

1. Chairman's Opening Remarks.
2. To receive and accept apologies for absence.
3. To receive any declarations of interest in items on the agenda and to consider any requests for dispensation.
4. To adjourn the meeting for the public session and to receive the County and District Councillor reports.
5. To approve the minutes of the meeting held on 22<sup>nd</sup> February 2018.
6. To report on matters arising from the minutes not covered by the agenda.
  - 6.1 Breckland Council Local Plan 2011-2036 examination in May-June 2018.
  - 6.2 Planning Appeal for planning application 3PL/2016/1499/O-Land north of Norwich Road.
7. To approve the minutes of the staffing committee meeting held on 22<sup>nd</sup> February 2018.
- 8. Planning**
  - 8.1 To receive new applications and comment (refer to list on page 2 and any additional planning applications that come in after the agenda has been sent)
  - 8.2 To receive additional information on planning applications and comment (refer to list on page 2)
  - 8.3 To receive results of applications.
  - 8.4 To receive latest report on the Neighbourhood Plan.
  - 8.5 To receive an update on Yaxham Waters.
9. To receive an update from Standards in respect of the Parish Council's complaint against Councillor Dimoglou.
- 10. Finance**
  - 10.1 To approve payments (refer to list on page 2), note receipts, bank reconciliation and comparison of income and expenditure with the budget for 2017-2018.

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- 10.2 To consider and approve any councillor/clerk training that may be required.
- 10.3 To receive report from the Clerk regarding 2017/2018 External Audit.
- 10.4 To consider payment for bus shelter cleaning.
- 10.5 To consider letter from Mazars LLP and invoice of £750.00 plus VAT.

### **11. Policies and Procedures**

- 11.1 To consider report from the Clerk regarding General Data Protection Regulations.
- 11.2 To consider proposed grant making policy and application forms.
- 11.3 To consider Anti-fraud policy.
- 11.4 To consider updated Standing Orders.
- 11.5 To receive Asset Register.
- 11.6 To consider Financial and Risk Assessment.

### **12. Correspondence (previously circulated via email)**

- 12.1 Norfolk ALC – Newsletters
- 12.2 Breckland Council Meeting Agenda's and Minutes, Planning and general information.
- 12.3 Dereham Network Improvement Strategy
- 12.4 Community Action Norfolk – Newsletters

### **13. To consider parishioners proposals for additional dog waste bins to be considered at the following locations: -**

- Cutthroat Lane/Paper St. Junction
- Cutthroat Lane/Spring Lane Junction
- Pinns Lane/Stone Road
- 'Top' of Well Hill
- Stone Road near Gagman's Lane entrance

### **14. To consider replacement dog waste bin at entrance to Recreation Field from Church Lane, Yaxham.**

### **15. To consider ideas for the village to mark the WW1 100<sup>th</sup> Anniversary (11<sup>th</sup> November 2018).**

### **16. To receive update regarding re-establishing the Community Speedwatch Scheme.**

### **17. To note any matters needing attention relating to Highways.**

### **18. To note items for the next meeting agenda and to note date of next meeting as Thursday 26<sup>th</sup> April 2018 at 7.30pm.**

### **New Planning Applications for consideration (item 8.1)**

None at present

### **Additional information on planning applications (8.2)**

None at present

### **List of payments already made / to be made (10.1)**

i.	Mrs M Eversfield	£365.13	Clerk's March 2018 wages & expenses
ii.	Norfolk ALC	£ 30.00	End of Year Accounts Training – Cllr Martin
iii.	ICO	£ 35.00	Data Protection Registration
iv.	EOE	£ 48.00	Printing for NP4Yaxham Newsletter
v.	Small Fish	£ 41.76	Planning Consultancy