



**MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE JUBILEE PARK MEETING ROOM
at 7.30PM on THURSDAY 31st MAY 2018**

Present Cllrs. Lowings (Chairman), Crummett, Goldsmith and Martin.

In Attendance Mrs M Eversfield (Clerk and RFO) and 18 residents.

- 1) Election of Chairman.** It was proposed, seconded and unanimously AGREED that Cllr P Lowings be elected Chairman for the ensuing year after which he duly signed the Declaration of Acceptance of Office.
- 2) Election of Vice Chairman.** It was proposed, seconded and unanimously AGREED that Cllr I Martin be elected Vice Chairman for the ensuing year
- 3) Chairman's opening remarks.** The Chairman welcomed those present and stated that he looked forward to an exciting year ahead.
- 4) To receive and accept apologies for absence.** Apologies were received and accepted from Cllrs Bennett, Dimoglou and Harvey.
- 5) To receive declarations of interest and consider any requests for dispensations.** There were none.
- 6) To adjourn the meeting for public session and to receive the County and District Councillors reports.**

A resident, that has been working with the Chairman on the new village sign, gave an update. The Chairman thanked the resident for all of his efforts on the matter.

It was highlighted that there has been a lot of tape left on the playing field and by the church rooms door. Users of the playing field should have the sense to tidy up after themselves. The Chairman stated that he would speak with users personally and remind them to keep the field clean and tidy.

It was noted that cars are still parking on the pavement on Station Road making it unusable for pushchairs and wheel chairs.

It was noted that the footpath across the field was ploughed and re-seeded a few months back and there is now no sign of a footpath. The Parish Council to write a letter raising these points to the farmer.

7) To approve the minutes of the meeting held on 26th April 2018. The minutes were confirmed as a true record and signed by the Chairman.

8) To report on matters arising from the minutes not covered by the agenda.

The Clerk reported that she has still not heard if the Parish Partnership Bid has been successful or not and will continue to chase.

Cllr Martin gave a brief background into the council's decision at the last meeting to extend the contract with Small Fish following the decision being challenged by Cllr Dimoglou. Cllr Martin confirmed the procurement process was in line with The Financial Regulation's and a file note on this had been placed with the Clerk.

9) Planning

9.1 To receive new planning applications and comment.

3PL/2018/0394/D – Erection of 2 dwellings & garage – Quince Farm, Spring Lane, Yaxham. Yaxham Parish Council has now had an opportunity to consider the above planning application and wishes to make the following comment: -

We are concerned that there is insufficient information provided by the applicant to be able to make a meaningful assessment of this application, and question how Breckland has been able to validate this application. There is no Design & Access or Planning Statement addressing material considerations such as Local Plan and Neighbourhood Plan policies. The Outline Permission Decision 3PL/2016/0749/0 requires in conditions 10, 11, 12, and 13 the retention of northern boundary trees, a scheme of landscaping including trees and plants, arboricultural impact assessment, tree protection plan and arboricultural method statement. In addition, the Parish Council would like to see how other matters such as surface water and foul water is to be dealt with, waste management provision, what environmental matters have been taken into account with minimising energy and water use, and domestic waste bin provision, in line with Yaxham Neighbourhood Plan Policies.

Without reasonable information on this application which is outside the settlement boundary the Parish Council has no choice, but to object to this application.

3PL/2018/0484/HOU – Two storey extension to rear – 7 Fielding Drive, Yaxham.

NO OBJECTION

3PL/2018/0306/HOU – To erect 2 storey oak framed timber clad 3 bay Norton cart lodge, including 2x dormers and 2x velux windows with pitched pan tiled roof – Yaxham Park, Station Road, Yaxham.

NO OBJECTION IN PRINCIPLE BUT HAVE CONCERNS OVER THE HEIGHT OF THE PROPOSED STRUCTURE AND PROPOSE THAT IT IS REDUCED TO 4M. RIDGE HEIGHT RELEVANT TO RECENT PLANNING APPLICATIONS AND NEIGHBOURING PROPERTIES.

3PL/2018/0567/HOU – Conversion and extension of existing detached double garage to form annexe ancillary to Twin oaks – Twin Oaks, Stone Road, Yaxham.

NO OBJECTION

9.2 To receive additional information on planning application and comment. There were none.

9.3 To receive results of applications. It was noted that the appeal for the Lanpro planning application was successful.

It was also noted the Tree Preservation Orders for the Beech trees on the drive by the church rooms down to Norwich Road have been granted.

9.4 To receive an update on the Breckland Local Plan. It was noted that there is a session at Breckland on Tuesday 5th June at 9.30am and Thursday 7th June in the afternoon. All relevant documentation can be found on the Breckland website.

9.5 To receive latest report from the Neighbourhood Plan. The Chairman of the

Neighbourhood Plan Working Group gave a detailed report on the current happenings of the NP4 Yaxham group, a copy of which is attached to the official minutes.

9.6 To receive an update on Yaxham Waters. It was noted that Tim Hay had been contacted to attend a meeting of the Parish Council and that he has responded positively stating that he will be in touch in due course with regard to a date of him attending.

10) To receive an update from Standards in respect of the Parish Council's complaint against Cllr Dimoglou. The Clerk stated that she has not received a reply from Breckland Council regarding the latest correspondence sent from the Parish Council. The Chairman opened the floor to members of the public and a lengthy debate took place with regard to the next steps. It was unanimously AGREED that the Chief Executive of Breckland Council be invited to come and meet with the Parish Council to discuss the matter further.

11) Finance

11.1 The following payments were APPROVED:

Payee	Detail	Gross	VAT	Net
Mrs M Eversfield	Clerk's May wages & expenses	£376.35	£0.00	£376.35
YVAA	Hall Hire for 2018	£250.00	£0.00	£250.00
Glasdon UK	Dog waste bin	£103.82	£17.30	£ 86.52
Norfolk ALC	Subscription for 2018/2019	£175.64	£0.00	£175.64
Yaxham Community News	Advert in June Article	£ 40.00	£0.00	£ 40.00
	Total	£945.81	£17.30	£928.51

11.2 To consider and approve any councillor/clerk training that may be required. It was AGREED that Cllr Martin could book onto the Chairman Training Course.

11.3 To consider insurance renewal for 2018/2019. It was AGREED to insure with Inspire Go at an annual cost of £376.55 through Came & Company.

12) Policies and Procedures

12.1 To consider proposed Complaints Policy. APPROVED.

12.2 To consider final Asset Register. APPROVED.

12.3 To note that the Council's Freedom of Information Publication Scheme has been reviewed and updated where necessary. Noted.

13) General Data Protection Regulations

13.1 To consider proposed General Privacy Policy. APPROVED.

13.2 To confirm that everything is now in place with regard to GDPR. AGREED.

14) Correspondence. The Clerk has previously circulated, via email, the latest news from Norfolk ALC, A47 Improvement Works, Norfolk Constabulary and Community Action Norfolk.

15) To consider parishioners proposals for additional dog waste bins to be considered at the following locations: -

- **Cutthroat Lane/Paper St. Junction.** Local farmer happy for bin to be located on his land and therefore the Clerk will progress the matter.
- **'Top' of Well Hill.** It was noted that the officer in charge at Breckland Council has re-assessed the above area and has stated that this site is not a possibility.

16) To consider relocating dog waste bin at the Old Post Office. The Clerk stated that the officer in charge at Breckland Council has suggested that he would not authorise for it be relocated to the opposite side of Well Hill where the grit bin is located due to health and safety concerns of the bank and it been uncut. It was AGREED to ask Cllr Harvey if he would cut the hedge and verge and if so go back to the officer in charge and ask if he would reconsider.

17) To receive an update regarding SAM2. It was noted that this is due to come back to Yaxham on 26th July. Cllr Harvey had volunteered to take on responsibility of it.

18) To consider re-establishing the Community Speedwatch Scheme. The Clerk stated that she has now heard from the Officer that deals with this Scheme and read out the email received. It was AGREED that the Clerk looks into the various options for the Parish Council and brings a report back at another Parish Council meeting. The issue of speeding to be raised on the next agenda.

19) To note any matters needing attention relating to Highways. It was noted that there are still pot holes in Stone Road and also Church Lane, and outside Tregon on Norwich Road, Clint Green. The Clerk stated that she had reported these to NCC Highways and that it can take up to six weeks to repair.

It was also noted that Well Hill and St. Peter's Close were resurfaced last year yet there are still stone chippings in the road. The Clerk to highlight this to Highways.

The Clerk read out an email from a resident with regard to a footpath between the village outskirts and Dereham. It was noted that this has been a recognised aspiration for the Parish and has already been investigated with NCC. NCC will not progress due to it costing approximately £750,000.

20) To consider renewal of seasonal plants and estimated costs for flower planters by the Village Sign. It was noted that there is £80.00 in the budget for this and therefore Cllr Crummett was authorised to deal with this on behalf of the Council.

21) To note items for the next meeting agenda and to note the date of next meeting as Thursday 28th June 2018 at 7.30pm.

The date was noted. It was also agreed that the following would be items on the next agenda:

- Staffing Committee – 6pm
- Charity Meeting – 7pm
- Speeding
- Internal Auditors Report
- Accounts for 2017/2018

There being no other business the Chairman thanked all for attending and closed the meeting at 9.20pm.

Chairman 28th June 2018