



**MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE DAVID MYHILL ROOM, YAXHAM VILLAGE HALL
at 7.30PM on THURSDAY 27th SEPTEMBER 2018**

Present Cllrs. Lowings (Chairman), Martin (Vice- Chairman), and Crummett.

In Attendance Mrs P Baldwin (Locum Clerk), County Cllr Ed Connolly, and 10 residents.

- 1. Chairman's Opening Remarks.** The chairman welcomed everyone to the meeting, fellow parish councillors and County Councillor Ed Connolly and also Pat Baldwin, the locum clerk. Thanks were given to the WW1 Working Group for their work and support. The Neighbourhood Plan Working Group were thanked for their work. Thanks for also given to George and Anthony Cheetham and Colin Thurgill for their work on the village sign. Provision has been made for the time capsule to be inserted into the sign, the space will not be capped off until the capsule is in place. We are looking for photos, A4 size, to be laminated and placed in the capsule. It is hoped that this can be done and completed by Armistice Day. The Yaxham Macmillan organising committee was congratulated on the Macmillan coffee morning and YVAA trustees were thanked for hosting this. A very worthy cause. A letter had been sent to Cllr Dimoglou re the vote of no confidence requesting a prompt response to report to this Parish Council meeting, but no response has been received.
- 2. To receive apologies for absence** apologies were received from Councillors Goldsmith, Harvey and Bennett.
- 3. To receive declarations of interest.** There were no interests declared.
- 4. To adjourn the meeting for a public session and to receive District and County Councillors reports.**

Norfolk County Councillor Ed Connolly spoke about the Norfolk Community Directory, which is on line with information re a range of clubs and organisations to help people to stay independent- a one stop shop for residents. Details to be placed on the Parish Council Website.

An organiser of the Macmillan Coffee Morning thanked the Parish Council for the grant, which had given the group organising the coffee morning a head start. They had worked hard, the hall was full of people and £2,150.00 had been raised, £350.00 more than last year.

The litter pick. It was suggested that it should coincide with the Woodland Group meeting on 3/11/2018, under the auspices of the Parish Council. To meet at 10am at St Peter's Church and in Clint Green near the school and start from there. Rubbish will be cleared from the village finishing at the Woodland Group and bonfire at Pinns Corner. Cllr Martin will organise with Breckland re litter picking equipment.

The status of the school, which currently has only has two places to spare only counts with Breckland on planning matters if they are advised by Norfolk County Council - this to be pursued by the Parish Council with Cllr Connolly.

The speed limit in the village was discussed. It was asked if it could be reduced between Clint Green and Yaxham. The excessive parking is due to parents worry about children walking along the road to school from Yaxham, a lower speed limit, perhaps 30mph would encourage more children, to comply with government policy, to walk to school rather than being driven by car, this would in turn reduce congestion at the school. It was asked if 25 houses are built, can the speed limit be moved beyond Yaxham Mill. Yaxham and Mattishall are becoming a rat run, this situation will be aggravated if more houses are built; planners don't look at the bigger picture i.e. the impact of development and work available. It was AGREED that an e-mail to be sent to Ben Rayner, Highways, re the speed limit issue and then Ed Connolly will follow it up.

The Clint Green Post Box. The Royal Mail have been saying for months that they will expedite the installation of the post box. It was queried whether it is to be sited by the grit bin or bus shelter. Cllr Martin to follow up.

NP4Yaxham Ed Connolly was asked to extend his enquiry re school capacity to the Toftwood schools, if 500 new homes are to be built, questions are not being answered. If 70 houses are built in Yaxham where will the children go to school?

5. Minutes of Previous Meetings.

5.1 To approve the minutes of the meeting held on 26th July 2018. The minutes were AGREED by all to be a true record and were then signed by the Chairman.

5.2. To Note the minutes of the Staffing committee held on 26th July 2018. Noted.

5.3 To Note the minutes of the WW1 Commemoration Committee held on 13th September 2018. Noted

5.4. Matters Arising from minutes of previous meetings not covered elsewhere on the Agenda

The Staffing Committee considered two applications. Interviews would take place on 25th October 2018 and at the end of the next meeting the panel will recommend if an applicant is to be appointed and in post by 22/11/18.

The WW1 Commemoration Committee agreed to purchase one bench and has consulted the residents of Clint Green re the purchase of a second bench.

6. Planning Matters.

6.1 No new Applications have been received.

6.2 To consider any additional information on current planning applications

3PL/2018/0024/VAR Elm Close There is an apparently agreed new condition 16 on the website relating to drainage and groundwater. It was proposed that the Parish Council should liaise with Fiona Hunter, the case officer.

3PL/2010/1361/F Dumpling Green The new transport study has been bought forward re the proposal to build 255 dwellings south of Dumpling Green. We do not agree the proposed roundabout and our opposition still stands.

3PL/2015/1490/O 291+ houses at Toftwood has been put out for further consultation including the demolition and rebuilding of Westfield Bridge- who will finance this and is it to be included in the consultation. The Council response is to be: why has it come back to committee? and our opposition still stands.

6.3 To receive and consider the results of planning applications.

3PL/2018/0422/D Land to the North of Homefield. Was to be considered at the July committee meeting, but was not on the Agenda, and subsequently withdrawn to be considered on 3/09/18 Cllrs Martin & Lowings spoke against the application at the planning committee meeting held on 3/09/18. The committee approved the application, with conditions in relation to groundwater flood risk, protection of the hedgerow and connection to the Mains Sewage. There was no e-mail to advise when it was to be considered, the report was incorrect, as there is no shop, employment and the school is at capacity.

6.4 To consider planning applications yet to be decided

3PL/2018/0702/F White Cottage. The application is for a new dwelling and is going to committee on 1/10/18. A local resident had identified an issue, as the report to the committee which stated that Yaxham has two shops, a pub and capacity at the school. Following a complaint Breckland have issued a supplementary agenda to correct the error.

3PL/2018/0312/F The Old Post Office. Yet to be approved, subject to a bat survey. Permission cannot be granted until the survey has been completed...

6.5 To consider planning matters as regards the Parish of Yaxham

Cllr Martin tabled a draft paper to go to Breckland setting out the issues that Yaxham has had with Breckland Council Planning in the last 14 months. This included: the **Lanpro** 25 homes officer report, officer handling of the appeal; the **Elm Close** application, validated in 1 day, although the application had serious shortcomings and should not have been validated. The Officer Report on the Variation of Conditions application had recorded as having no response from the Parish Council. With the **Quince Farm** application the Officer Report was inaccurate. The application had no details re access, re sewage and other services, and inaccurate information on Yaxham in the Officer Report. Breckland should not have validated the application, and the Officer Report recorded the Parish Council as having made no comment, in spite of the fact that a comment had been submitted within the timescale. No response to our complaint. It was proposed and **AGREED** unanimously to submit the letter to Breckland and that a meeting be arranged with Gordon Bambridge to ask for clarity and professionalism when assessing planning applications and preparing reports.

6.6 NP4Yaxham report. Please see report attached to the minutes.

6.7 To receive a report on the Local Plan.

Cllr Martin and Mrs Oechsle attended the latest Local Plan Public Hearing. Key issue is whether Breckland has a planned housing supply that will meet the 5 year land supply test. Not having a 5 year land supply has a major impact on planning in the district. There are concerns re the local plan as the inspector asked if it could be reviewed in 18 months to two years' time – and will mean a continuing review and uncertainty. If the Local Plan does not come into force Yaxham will have little or no protection.

6.8 Yaxham Waters.

Breckland is still in discussion with Yaxham Waters to agree a connection Anglian Water mains.

7. Standards. The Monitoring Officer has asked that our complaint re Cllr Dimoglou be passed to the Governance Panel and dealt with in the near future.

8. Village Consultations

8.1 September Village Consultation. YVAA and the Community News distributors were thanked for distributing the village surveys. The YVAA, Church, School and Yaxham Waters were thanked for hosting four post boxes. Some surveys were returned via e-mail. There were 60 responses of 360 surveys (17%). They are being reviewed and a full report will be prepared, together with a proposal for a budget, to be presented at the next Parish Council meeting.

Due to time constraints Norfolk County Council have agreed to roll grant approvals for village gates and a bus shelter into the next financial year

8.2 WW1 Commemorative Bench in Clint Green. 20 responses out of 123 surveys were received (16%). 100% supported the bench. Over 80% supported the bench to be placed near the bus shelter. Cllr Harvey and Mrs Harvey had agreed to this as it is on their land.

8.3. On the basis of the WW1 survey response, it was proposed that a bench be purchased for Clint Green. The Chairman and another signatory to write the cheque for this invoice outside of the meeting. AGREED unanimously.

9. Dog Waste Bins

9.1 The bin by the dugout has been repaired and the bin on the recreation ground replaced by Cllrs Lowings and Martin.

9.2. Breckland has now confirmed that the bin by the Old Post Office can now be relocated to go next to the grit bin at the bottom of Well Hill. A vote of thanks was offered to Cllr Harvey and Mrs Harvey for clearing foliage to facilitate agreement with Breckland Council re the relocation of the bin.

9.3. New bin for Cutthroat Lane/Paper Street Junction. The location has been agreed with Mr Garner, the local farmer. It was proposed that a bin be purchased at a cost of 176.70 per bin, plus VAT, including posts and fixings. AGREED unanimously.

The Chairman will ask Cllrs Bennett, Dimoglou and Harvey if they can arrange for this Old Post Office bin to be relocated and for the installation of the new bin.

10. Finance.

10.1 Payments Approved

	Pay	Detail	£ Total	VAT	Ex VAT	Chq No
i.	Katy Marczewski	2 x WW1 Benches from Realise Futures	£1,656.05	£276.01	£1,380.04	*
ii.	EOE	Printing for Village Consultation Survey & Clint Green WW1 Consultation	£ 153.60 £ 18.00 £ 171.60	£ 25.60 £ 3.00	£ 128.00 £ 15.00	101110
iii.	Small Fish	Planning advice in July	£ 91.80	£ 15.30	£ 76.50	101111
iv.	I Martin	4 x Village Consultation Ballot boxes, UKPOS	£ 27.62	£ 4.60	£ 23.02	101113
v.	K Wilson	Website domain name, 123-Reg UK	£ 19.19	£ 3.19	£ 16.00	101112
vi.	P Baldwin	Clerk wages & expenses, July meeting	£ 90.00	-	£ 90.00	101114
vii.	YVAA	June Yaxham Community News	£ 40.00	-	£ 40.00	101115
viii.	Glasdon	Dog-waste bin, green	£ 212.04	£ 35.34	£ 176.70	*

* AGREED unanimously at the meeting that cheques for these items could be written outside the meeting once final cost confirmed.

10.2 Receipts

2nd Tranche of precept plus grant £5,583.50

10.3 The bank reconciliation to 30th June, 11th September and to date was considered and approved. The current bank balance is £25,887.09. An income and expenditure account will be prepared and presented at the next meeting.

10.4 Cllrs Lowings & Martin undertaking previously approved training in November

10.5 Other financial matters.

All AGREED to meet the cost of WW1 Commemoration benches, a cheque to be signed when the cost has been confirmed.

An e-mail from 123.reg, who provide the website domain name has been received offering to host the website. It was AGREED that Cllr Martin will respond to confirm that we are not seeking alternative hosting.

11 Policies and Procedures- to approve policies and procedures

11.1 The Equal Opportunities policy. AGREED unanimously.

11.2 The Dispensation policy. AGREED unanimously.

11.3 The Records Management policy. AGREED unanimously.

11.4 The Community Engagement policy. AGREED unanimously.

12. Correspondence

Previous correspondence has been circulated by e-mail

Cllr Lowings had attended the SNAP meeting and reported that Norfolk police are looking towards amending statistics parish level which would overcome them not showing details for Yaxham.

13. Highways - To note any matters requiring attention relating to:

13.1 Potholes on carriageway on the bend by Swallowtail Barn.

13.2 Traffic Signs and Road Name Signs

Norfolk County Council Highway Rangers have asked for small scale highway works required in Yaxham. Various Highways issues were identified:

- Railings on bridge over river Tud need painting or cleaning
- Give Way sign at Well Hill is damaged
- 30mph repeater poles are rotten/damaged at the western entrance to Clint Green
- 30mph repeater signs & poles at Well Hill have disappeared

The street signs to be surveyed and a report to be forwarded to Breckland Council, requesting cleaning or replacement of signs as appropriate.

Landowners to be contacted regarding signs which are in the hedges and asked to clear vegetation in one month or the Parish Council will arrange for contractors to carry out the work.

14. To Note Items for the next Agenda

15. The next meeting will be on 15th October commencing at 7.30pm

The meeting closed at 9.15pm

Tesco DirectChairman
25th October b2018