



## YAXHAM PARISH COUNCIL

To all Councillors,

**You are hereby summoned to a Meeting of the Council to be held on Thursday 28<sup>th</sup> March 2019 at 7.30pm in the David Myhill Room at the Yaxham Village Hall. Please notify the Clerk in good time if, and the reason why, you are unable to attend.**

Vicky Turner

Clerk to the Council, Tel: 01362 806849, Email: [yaxhamparishclerk@gmail.com](mailto:yaxhamparishclerk@gmail.com)

20<sup>th</sup> March 2019

***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. Apologies**  
To receive and approve apologies for absence.
- 3. Declarations of interest**  
To receive any declarations of interest in items on the agenda and to consider any requests for dispensation. *Applications for any dispensations need to be in writing using the agreed form ([www.yaxham.com](http://www.yaxham.com)) and passed to the Chairman before the start of the meeting.*
- 4. Public Session**  
To receive comments from members of the public
- 5. Reports from County Councillor and District Councillors.**  
To receive oral or written reports from Yaxham's County and Breckland representatives.
- 6. Minutes of Previous Meetings**
  - 6.1 To approve the minutes of the meeting held on 28<sup>th</sup> February 2019
  - 6.2 To receive the Clerk's Report on matters since the last meeting.
  - 6.3 To consider matters arising from the minutes of previous meetings not considered elsewhere on the agenda.
- 7. Planning Matters**
  - 7.1 To receive and consider the following new planning applications.  
**3PL/2019/0202/HOU** 2 Harvey Cottages Station Road Yaxham NR19 1RB  
Single Storey Extension to rear.
  - 7.2 To receive and consider any additional information on current planning applications:
  - 7.3 To receive and consider results of planning applications.
  - 7.4 To consider planning applications yet to be decided (See List at end of Agenda).
  - 7.5 To receive and consider the latest report on the Neighbourhood Plan and the Local Plan.

## 8. Finance

### 8.1 To consider and approve the following payments

	To Pay	Detail	£ Total	VAT	Ex VAT
i.	Locum Clerk	February & March PC Salary & Meeting Expenses	£90.00 £90.00	£1.65 £0.00	£88.35 £90.00
ii.	YVAA	March Community News	£40.00	£0.00	£40.00
iii.	ICO	Annual Data Protection Fee	£40.00	£0.00	£40.00
iv.	Norfolk ALC	Clerk Training Course	£132.00	£22.00	£110.00
v.	Ian Martin	Refurbishment of PC Laptop	£89.99	£15.00	£74.99
vi.	Clerk	March Salary & Expenses	£353.00	£0.00	£353.00
vii.	Glasdon UK	Replacement litter bin, play area	£148.37	£24.73	£123.64
viii.	Olly Oechsle	Web site hosting & maintenance	£192.00	£0.00	£192.00

### 8.2 To note any receipts since the last meeting.

	From	Detail	£ Total
i.	East of England Coop	Grant to cover cost of replacement litter bin	£123.64

8.3 To consider the current Parish Partnership Grant awards and actions required.

8.4 To consider Clint Green Bus Shelter, insurance claim and possible replacement.

8.5 To consider maintenance of the two Parish Notice Boards.

8.6 To consider and approve any councillor/clerk training that may be required.

## 9. Policies

9.1 To consider the revised insurance schedule and values

9.2 To consider the Anti-Fraud policy

9.3 To consider the Financial Risk Assessment

9.4 To consider the Risk Assessment

## 10. Highways

To note any highways matters needing attention

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

11.1 Norfolk Association of Local Councils – Newsletters

11.2 Community Action Norfolk – Newsletters.

11.3 Breckland Council Meeting notices & Minutes.

11.4 Police Newsletter incl. Dereham SNAP Tuesday 23<sup>rd</sup> April 2019, 7pm Breckland Offices.

## 12. Urgent Business

To consider any issues raised by Councillors that the Chairman considers to be urgent.

## 13. To note items for the next meeting agenda.

## 14. Date of the next Parish Council Meeting

To note the next meetings on Thursday 25<sup>th</sup> April 2019:

- Yaxham Charity matters is at 7.00pm;
- Full Parish Council is at 7.30pm.

## **List of Planning Applications yet to be decided & not otherwise considered on the Agenda**

### **In the Parish:**

**3PL/2018/0312/F** The Old Post Office, Norwich Road Yaxham NR19 1AB

**3PL/2018/0077/VAR** Yaxham Waters, Dereham Road Yaxham NR19 1RF. Variation of Conditions 5, 6, 11, 12, 13, & 24 on pp 3PL/2014/1162/F - revision to the pre-commencement conditions

**3PL/2018/0021/D** Development Site, Land Off Elm Close Yaxham NR19 1RW.

Residential development - 42 dwellings.