



## YAXHAM PARISH COUNCIL

To all Councillors

You are hereby summoned to a Meeting of the Council to be held on **Thursday, 24<sup>th</sup> October 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 821037 Email: [yaxhamparishclerk@gmail.com](mailto:yaxhamparishclerk@gmail.com)

17<sup>th</sup> October 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

#### 1.0 Chairman's Opening Remarks

#### 2.0 Apologies

To receive and consider approving apologies for absence

#### 3.0 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.*

#### 4.0 Public Session

To receive comments from members of the public

#### 5.0 Reports from County Councillor and District Councillors.

To receive oral or written reports from Yaxham's County and Breckland representatives

#### 6.0 Minutes of Previous Meetings

6.1 To approve the minutes of the Meeting of the Parish Council held on 26<sup>th</sup> September 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

#### 7.0 Planning Matters

7.1 To receive and consider the following new planning applications:

**3PL/2019/1209/VAR – Variation of conditions 2 of 3PL/2014/1162/F – Revision of road layout and location of holiday lodges Yaxham Waters, Dereham Road, Yaxham**

**3DC/2019/0197/DOC – Discharge of Conditions 11, 12 & 13 of 3PL/2018/0077/VAR relating to matters of ecology, Yaxham Waters, Dereham Road, Yaxham**

7.2 To receive and consider any additional information on current applications:

**3PL/2019/0869/F – Use of land for the stationing of holiday lodges to Model Standards – Yaxham Waters, Dereham Road, Yaxham**

**3PL/2010/1361/F – Erection of 255 dwellings – land, Dumpling Green, Hopkins Homes**

7.3 To receive and consider results of planning applications

**3PL/2019/0634/F – Development of surface water drainage system – Elm Close, Yaxham**

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

7.4 To consider other planning applications yet to be decided

## 8.0 2019 Royal British Legion Poppy Appeal

8.1 To consider a door-to-door collection

8.2 To consider the organisation of and purchase/donation for poppy-wreaths for village organisations

## 9.0 Finance

9.1 To consider and approve the following payments [\*items may be subject to change]

	To Pay	Detail	Invoices available for viewing	£ Total	VAT	Ex VAT
i.	Clerk	October Salary and Expenses		£393.35	£3.58	£ 17.92
ii.	Glasdon	Dog Waste Bin		£134.24	£22.37	£111.87
iii.	N-PTS	Budget & Finance Training		£100.00	£0.00	£100.00

9.2 To note any receipts since the last meeting

	From	Detail	Invoices available for viewing	£ Total
i.	Charles Harrison	Paper Street Land 2019 rent		£150.00
ii.	NCC	Bus-shelters 50% Parish Partnership Grant		£134.24

9.3 To receive and consider the Financial Monitoring Officer's Report

9.4 To receive and consider the latest Bank Reconciliation

9.5 To receive and consider the Income/Expenditure report versus budget to 30/09/2019

9.6 To receive and discuss the pre-draft budget for 2020/21

9.7 To receive and consider the revised Asset Register and Insurance Schedule as at 30/09/2019

9.8 To consider and approve any councillor/clerk training & relevant external conferences

## 10.0 Highways

10.1 To agree actions as regards Traffic Signs and Road Name signs that need attention

10.2 To agree actions as regards Footpath Signs that need attention

10.3 To note any other highways matters needing attention

## 11.0 Reports from Councillors

11.1 To receive reports from Councillors on their areas of responsibility

11.2 SAM2 Traffic Data

## 12.0 Policies

12.1 To consider and agree the Internal Audit Plan and any amendments.

12.2 To consider and agree the GDPR Policy and any amendments

12.3 To consider and agree the GDPR Privacy Notice and any amendments

## 13.0 Correspondence (previously circulated via email)

13.1 Breckland Council Agendas and Minutes

13.2 NALC Newsletters

13.3 Police Newsletters

13.4 RSN Newsletters

13.5 CAN Newsletters

## 14.0 Urgent Business

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

## 15.0 To note items for the next meeting Agenda

16.0 **Date of the next Parish Council Meeting** To note the next meeting of the Parish Charity at 7.00pm and the Parish Council Meeting at 7.30pm, on **Thursday 21<sup>st</sup> November 2019** in the David Myhill Room, Yaxham Village Hall.