



YAXHAM PARISH COUNCIL

To all Councillors

You are hereby summoned to a Meeting of the Council to be held on Thursday, 28th November 2019 at 7.00pm 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

22nd November 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 set out below. The law does not permit members of the public and press to take part in the debates. The draft Minutes of the last meeting(s) and a Reports Pack with documents to be considered at this meeting can be found at www.yaxham.com/parish-council/, or copies can be requested from the Clerk.

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) 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 26th 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:

3PN/2019/0058/UC – The Old Post Office, Norwich Road Clint Green, Yaxham NR19 1AB
Prior Approval for change of use of shop to dwelling

3PL/2019/1364/O – Demolition of the Old Post Office, erection of a detached dwelling.

3PL/2019/1327/O – Outline planning application for the erection of one dwelling on land to the south of Maxwell House and west of Spring Lane, Yaxham

3PL/2019/1346/D – Reserved Matters 25 dwellings north of Norwich Road, Scarlett Homes

3PL/2019/1430/F – Yaxham Waters, 28 Lodges on middle field

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

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

7.3 To consider the implications for Yaxham of the adoption of the Local Plan

8 Finance

8.1 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	Salary & Expenses:	November	£370.70	£ 0.00	£370.00
			& December *	£374.30	£ 0.00	£374.20
ii.	NALC	CiLCA Clerk's Training Course		£134.24	£22.37	£111.87
iii.	NALC	Charitable Trusts Training x 3 delegates		£144.00	£24.00	£120.00
iv.	Maggie Oechsle	Olly Oechsle Website Hosting Costs for 2 years & cancelling Cheque 101145 for £192.		£384.00	£ 0.00	£384.00
v.	Ian Martin	Poppy Wreath donations x 2 (YPC & CIC)		£ 40.00	£ 0.00	£ 40.00
vi.	Gary Lake	Grass Cutting Contract 2 nd 2019 payment*		£582.00	£0.00	£582.00

8.2 To note any receipts since the last meeting

	From	Detail	£ Total	VAT	Ex VAT
i.	CIC	Poppy wreath donation bank transfer	£ 20.00	£ 0.00	£ 20.00

8.3 To consider and agree the budget for 2020/21

8.4 To consider and agree the Precept for 2020/21

8.5 To consider and agree the Parish Partnership Application for 2020/21

8.6 To consider and appoint an Internal Auditor

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

9.0 Highways

9.1 To report on the meeting held with Highways Department

9.2 To consider any actions as regards anti-social parking at the School

9.3 To note any other highways matters needing attention

10 VE/VJ Day Commemorations

10.1 To consider proposals to mark these anniversaries & applying to Breckland for £500.

11.0 Village Heritage Leaflet Review

11.1 To consider and Agree any actions required as regards village heritage literature

12.0 Parochial Church Charities (Fuel Allotments Charity & Town Lands Charity)

12.1 To consider the report on the Parochial Church Charities

13. Councillors' Reports & Appointments

13.1. To receive reports from Councillors on their areas of responsibility

- SAM2 Data – Cllrs Couves & Gust
- NWLink/A47 Dualling – Cllrs Whadcoat & Martin
- Primary School – Cllrs Gust & Martin
- Footpaths – Cllr Couves

13.2. To appoint a lead contact with the YVAA

14. Policies

14.1. To consider and agree the General Reserves Policy and any amendments.

14.2. To consider and agree Health and Safety Policy and any amendments

14.3. To consider and agree the Scheme of Delegation and any amendments

15. Correspondence (previously circulated via email)

15.1. Breckland Council Agendas and Minutes, NALC Newsletters, Police Newsletters, RSN Newsletters, CAN Newsletters and NCC Bus Consultation

16. Urgent Business

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

17.0 To note items for the next meeting Agenda

18.0 To Agree Date of Next Meeting & Meeting Dates for 2020/21

27 th February	26 th March	22 nd April	28 th May	25 th June	23 rd July
24 th September	22 nd October	26 th November	28 th January	25 th February	25 th March

Next meeting: 7.00pm, Thursday 23rd January 2019, David Myhill Room, Yaxham Village Hall.