



YAXHAM PARISH COUNCIL

To all Councillors

**You are hereby summoned to a Meeting of the Parish Council via the internet meeting medium, 'Zoom', to consider the following business, to be held on Thursday 30th April 2020 at 3.15pm
Please notify the Clerk in good time if, and the reason why, you are unable to join the meeting.**

Vicky Turner

Clerk to the Council Tel: 01362 821037 Email: yaxhamparishclerk@gmail.com

24th April 2020

Yaxham Parish Council welcomes the public and press to its meetings. The public and press are able to address the Council during Item 5 of the Agenda set out below or if they are unable to join the meeting remotely, questions can be sent in advance of the meeting to the Clerk on the email address above. 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 associated documentation can be found at www.yaxham.com/parish-council/ or copies can be requested from the Clerk.

Please email the Clerk on the above address to request an invitation to join the meeting

AGENDA

1. Standing Orders And Financial Regulations during the COVID-19 emergency

- 1.1. To adopt the amended Standing Orders in line with Government Regulations
- 1.2. To agree that the Council's Financial Regulation 6.6 "Cheques or orders for payment shall not normally be presented for signature other than a council meeting..." is suspended for the duration of the Covid-19 National Emergency regulations providing for virtual meetings.

2. Chairman's Opening Remarks

3. Apologies for Absence

4. 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.

5. Public Session

6. To approve the Minutes of Previous Meeting

- 6.1. To approve the minutes of the Meeting of the Parish Council held on 27.02.2020
- 6.2. To approve the minutes of the Extraordinary Meeting of the Parish Council held on 31.03.2020
- 6.3. To receive the Clerk's Report on matters since the last meeting
- 6.4. To consider matters arising from minutes of previous meetings not considered on this Agenda

7. Reports from County and District Councillors

8. Planning

8.1 To receive and consider any new planning applications

8.2 To receive and consider any additional information on current applications

3PL/2019/1430/F – Change of use of Middle field at Yaxham Waters; stationing of 22 holiday Lodges etc; alterations to drainage infrastructures

3PL/2019/1346/D – Land north of Norwich Road, Yaxham; Reserved matter application for 25 dwellings with new access point following outline permission 3PL/2016/1499/O

3PL/2020/0139/O – Land to the west of Spring Lane NR19 1SA; Outline for one self-build dwelling

8.3 To receive and consider results of planning applications

3PL/2020/0095/HOU – Mukinge, Well Hill, Yaxham – **APPROVED**

3PL/2020/0033/HOU – Field House Station Road NR19 1RD Remove Existing Conservatory and Construct Two Storey Extension to rear **APPROVED**

8.4 New Planning Appeal – Flagship Homes, Land behind Elm Close Yaxham – to receive update from NP4Yaxham Working group

8.5 To consider the operation of planning during the Covid-19 National Emergency and any actions required.

9. To receive and consider update on the work of the Council including *Yaxham Cares* in response to the COVID-19 National Emergency

10. To receive and consider the recommendation for Pinns Corner Litter Bin procurement.

11. Finance

11.1. To agree the following items for payment

	To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
i.	Clerk	Salary & Expenses for March/April *	£449.39	£ 2.40	£ 11.99
ii.	YVAA	Community News Advert, 4 issues	£160.00	£ 0.00	£160.00
iii.	Peter Smith	Vinyl Banner for Yaxham Cares Initiative	£126.88	£21.15	£105.73
iv.	Peter Smith	Lanyards and ID badge holders for Yaxham Cares' Volunteers	£ 38.57	£ 6.43	£ 32.14
v.	Harlequin Printers *	Printing of 2 nd Leaflet for Yaxham Cares Initiative*	£ 64.00	£ 0.00	£ 64.00
vi.	Yaxham Community Car Scheme	Reimbursement for volunteers' mileage costs – Yaxham Cares initiative	£ 63.00	£ 0.00	£63.00
vii.	SLCC	Yearly Subscription	£109.00	£ 0.00	£109.00

* Maybe subject to change before the meeting

11.2. To note any receipts since the last meeting

Breckland - Precept	7 th April 2020	£5,500.00
NCF - Covid 19 Grant	8 th April 2020	£1,000.00
Breckland – VE/VJ Grant	21 st April 2020	£ 500.00

11.3. To consider and agree draft accounts for 2019/2020

11.4. To consider and agree any potential training for the Clerk or Councillors

12. To review and reconsider the arrangements to commemorate VE/VJ Day

13. Policy Review

13.1. To consider and agree the Anti-Fraud Policy and any amendments.

13.2. To consider and agree the Dignity at Work Policy and any amendments

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

14. Urgent Business To consider any issues raised by Cllrs that the Chairman considers urgent

15. To note items for the next meeting Agenda

16. To confirm the date and time of the next meeting of the Parish Council

Thursday 28th May 2020 – time and medium to be confirmed.