



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 23rd July 2020 at **7.15pm**. 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

16th July 2020

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 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. Chairman's Opening Remarks

2. 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) and passed to the Chairman before the start of the meeting.

4. Public Session

5. Reports from County and District Councillors

6. To approve the Minutes of Previous Meeting

6.1. To approve the minutes of the Meeting of the Parish Council held on 25.06.2020

6.2. To approve the minutes of the Extraordinary Meeting held on 09.07.2020

6.3. To receive the Clerk's Report on matters since the last regular meeting

6.4. To consider matters arising from minutes of the previous meetings not on this Agenda

7. Planning

7.1 To receive and consider any new planning applications

3PL/2020/0723/HOU 3 Andrews Way NR19 1TF Erection of front porch

TBC - The Old Post Office, Clint Green, demolition of the Old Post Office building and erection of a pair of semi-detached dwellings and two detached bungalows.

TBC – Priors Field, Yaxham Waters for a further 13 holiday lodges.

7.2 To receive and consider any additional information on current applications

3PL/2019/1430/F – Change of use of Middle field at Yaxham Waters; 13 holiday Lodges etc;

3PL/2018/0021/D – Flagship Homes Elm Close Appeal

7.3 To receive and consider results of planning applications

3PL/2020/0491/HOU – Birkdale House, Drusilla Way, Yaxham - **Approved**

7.4 Update on Meeting with Breckland Planning Department

8.0 Finance

8.1 To agree the following items for payment

	To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
i.	Clerk	Salary & Expenses for June Salary & Expenses for July HMRC	£473.96 £395.19 £ 9.20	£ 0.00 £ 2.40 £ 0.00	£473.96 £ 392.79 £ 9.20
ii.	YCCS	Yaxham Cares Mileage Costs*	£ 30.00	£ 0.00	£ 30.00
iii.	Cllr Cheetham	Reimbursement of Expenses for stock for Village Planters	£200.00	£ 0.00	£200.00
iv.	Max Bergin	Audit Services for 2019/2020	£30.00	£ 0.00	£ 30.00
v.	Harlequin Printers	July Newsletter	£ 47.00	£ 0.00	£ 47.00
vi.	Wybone	Bin for Pinns Corner	£674.38	£112.40	£561.98
vii.	Gary Lake	Grass Cutting Contract 20/21	£544.00	£ 0.00	£544.00

8.2 To note any receipts since the last meeting

8.3 To receive the Quarterly Bank Reconciliation, the Income/Expenditure against Budget Report, and the Report of the Finance Monitoring Officer

8.4 To consider online access to Bank Accounts for reference purposes only

8.5 To consider arrangements to invoice proportionate Clerking Costs for Yaxham Parish Charity

8.6 To consider and agree the costings and implications of Yaxham Website Compliance work

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

9.0 Highways Matters

10.0 To consider the proposal to convert Yaxham's Covid-19 response 'Yaxham Cares' to a 'Good Neighbour Scheme'

11.0 To consider VE/VJ Project proposals for VJ day and a commemorative VE/VJ planter including a time capsule

12.0 Councillor Reports

13.0 Correspondence Received since last meeting

NCC, Breckland and Member of Parliament updates on Covid-19; NALC Newsletters; Police Newsletters; updates regarding NWL LLG; re-start updates from YVAA; planning consultation emails.

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

15.0 To note items for the next meeting Agenda

16.0 To confirm the date and time of the next meeting of the Parish Council

Thursday 24th September 2020 at 7pm – venue/medium to be confirmed