



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 24th September 2020 at 7.00pm. 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

17th September 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. Minutes of Previous Meetings

6.1. To approve the minutes of the Meeting of the Parish Council held on 23.07.2020 and the Extraordinary Meeting held on 06.08.2020

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

6.3. To consider matters arising from minutes of the previous meetings not considered elsewhere on this Agenda

7. Planning

7.1. To receive and consider any new planning applications

3PL/2020/0916/VAR – Variation of Condition 2 & 3 on 3PL/2020/0203/F – to change materials for windows and doors from timber to UPVC, cladding to front, and sides to remain rendered, minor amendments to windows and doors to fit internal design more aesthetically – Red House Farm, Brakefield Green, Yaxham.

3PL/2020/0997/HOU - Proposed two storey extension with attached garage to side of property – Rose Bank, Norwich Road, Yaxham.

- 7.2.** To receive and consider any additional information on current applications
3OB/2020/0021/OB Land North of Norwich Road Yaxham, Affordable Housing Provision changes from 40% to 20% to secure development planning permission 3PL/2019/1346/D
- 7.3.** To receive and consider results of planning applications
3PL/2020/0723/HOU – Erection of front porch - 3 Andrews Way, Yaxham – APPROVED
3PL/2020/0720/LU – Single storey building for use as a garden room & office - 2 Dereham Road Yaxham – Certificate of Lawfulness – **AGREED – For Information Only**
3PL/2020/0793/O – Demolition of Old Post Office and erection of four dwellings and access and associated works – **REFUSED**
- 7.4.** To note the submissions for **APP/F2605/W20/3246826** – Elm Close Appeal
- 7.5.** To consider and agree a consultation response on ‘Planning for the Future’ – submission due by 29th October 2020
- 7.6.** To consider and agree a consultation response on ‘Changes to the Planning System’ – submission due by 1st October 2020
- 7.7.** To review and consider a decision to update/refresh the existing Neighbourhood Plan
- 7.8.** To receive report on liaison with Rocklands PC with regards collaborative approaches to Planning and Flooding issues

8. Grand Projects

- 8.1** To receive and consider report on the VE/VJ Events and total spend v budget
- 8.2** To receive and consider report on transition of ‘Yaxham Cares’ to a Neighbourhood Scheme and current grant spend v budget
- 8.3** To receive update on Parish Partnership Grants
- 8.3.1 SAM2 Pole
- 8.3.2 Village Gateways
- 8.3.3 Lining Improvements
- 8.3.4 Well Hill Bus Shelter
- 8.4** To consider Parish Partnership Bids 2021/22
- 8.4.1 Replacement of remaining wooden bus shelter
- 8.4.2 Others?

9. Recreation Field Play Area

- 9.1.** To receive and consider a report from Cllr Couves, YPC Liaison with YVAA
- 9.2.** To consider and agree next steps including the option of offering to take full responsibility for the recreation Play Area.

10. Finance

10.1. To agree the following items for payment

| | To Pay | Detail Invoices available for viewing | £ Total | VAT | Ex VAT |
|------|-----------------------|--|---------|--------|---------|
| i. | Veronica Turner | August/September expenses – Mileage and reimbursement of Zoom subs | £19.79 | £ 2.40 | £17.39 |
| ii. | Ian Martin | 123 Reg Invoice for YPC Domain Name | £ 19.99 | £ 0.00 | £ 19.99 |
| iii. | Susan Martin | Reimbursement of expenses for VE/VJ Celebrations | £ 95.73 | £24.15 | £71.58 |
| iv. | Yaxham CIC | VE/VJ Reimbursed expenses | £144.00 | £0.00 | £144.00 |
| v. | Yaxham Community Cafe | VE/VJ Reimbursed expenses | £130.00 | £0.00 | £130.00 |
| vi. | Chris Couves | Expenses for the repair of | £85.25 | £14.21 | 71.04 |
| vii. | Geoffrey | Jeffrey Oatey for maintaining the planters during the summer* | £350.00 | £ 0.00 | £350.00 |

**Subject to discussion and agreement at 18.3 below*

- 10.2.** To note any receipts since the last meeting
- 10.3.** To consider and agree any potential training for the Clerk or Councillors

11. Highways Matters

- 11.1.** To note any Highways matters needing attention

12. Councillor Reports

- 12.1** Maintenance of the Planters and the VE/VJ Tribute – Cllr Cheetham
- 12.2** Footpaths – Cllr Couves
- 12.3** SAM2 Sign – Cllr Gust
- 12.4** Dog Waste, bonfires and leylandii trees by St Peter’s Close – Cllr Martin
- 12.5** Pinns Corner Litter Bin – Cllr Cheetham
- 12.6** NWL/A47 Update – Cllr Whadcoat

13. Nominations to External Bodies

- 13.1.** Yaxham Parish Parochial Charities – Two nominees

14. Correspondence Received since last meeting

NCC, Breckland and Member of Parliament updates on Covid-19; NALC Newsletters; Police Newsletters; updates regarding NWL LLG; planning consultation emails; email from External Auditors; NCC Highways; Dereham Library; email from Rev McCaghrey; NWL Liaison group updates; email from the owner of the Old Post Office.

15. Urgent Business

- 15.1.** To consider any issues raised by Cllrs that the Chairman considers urgent

16. To note items for the next meeting Agenda

- 17. To consider the passing of a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972) that the public and press be excluded from the meeting for item 6 onwards on the grounds that it could involve the likely disclosure of private and confidential information.**

18. Clerking Role

- 18.1.** To receive Clerk’s resignation
- 18.2.** To receive Report of Staffing Committee and ratify contractual arrangements for the new Clerk’s appointment
- 18.3.** To discuss and agree payment for the maintenance of the planters over the summer, as set out in the payments schedule at 10.1 vii. Above.

19. The next meetings of the Parish Council

- 19.1.** To note the date, and time and for next meetings of the Parish Council as:
Thursday 22nd October 2020 at 7.15pm
Thursday 26th November 2020 at 7pm
- 19.2.** To consider and Agree, in the light of the latest Covid-19 regulations and the recommendation of the National Association of Local Councils, the proposal that these meetings are to be distance meetings held over the internet via “Zoom”