



## 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 24<sup>th</sup> 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](mailto:yaxhamparishclerk@gmail.com)

17<sup>th</sup> 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/](http://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](http://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 29<sup>th</sup> October 2020

7.6 To consider and agree a consultation response on ‘Changes to the Planning System’ – submission due by 1<sup>st</sup> 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          | Reimbursement of expenses for repair of village noticeboard        |                                | £85.25  | £14.21 | £ 71.04 |

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. New County Division Boundaries**

- 12.1 To receive the proposed boundary changes within Norfolk County Council and to consider whether to respond to the consultation – deadline 23/11/2020

**13. Councillor Reports**

- 13.1 Maintenance of the Planters and the VE/VJ Tribute – Cllr Cheetham  
 13.2 Footpaths – Cllr Couves  
 13.3 SAM2 Sign – Cllr Gust  
 13.4 Dog Waste, bonfires and leylandii trees by St Peter’s Close – Cllr Martin  
 13.5 Pinns Corner Litter Bin – Cllr Cheetham  
 13.6 NWL/A47 Update – Cllr Whadcoat

**14. Nominations to External Bodies**

- 14.1 Yaxham Parish Parochial Charities – Two nominees

**15. 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.

**16. Urgent Business**

- 16.1 To consider any issues raised by Cllrs that the Chairman considers urgent

**17. To note items for the next meeting Agenda****18. 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. (Clerk’s Role)**

- 18.1 To receive Clerk’s resignation  
 18.2 To receive and agree the report and draft minutes of the Staffing Committee Meeting of 3rd September 2020 and confirm terms of new Clerk’s appointment

**19. The next meetings of the Parish Council**

- 19.1 To note the date, and time for next meetings of the Parish Council as:

**Thursday 22<sup>nd</sup> October 2020 at 7.15pm**

**Thursday 26<sup>th</sup> November 2020 at 7pm**

- 19.2 To consider and agree, in the light of the latest Covid-19 regulations and the subsequent recommendation of the National Association of Local Councils, the proposal that these meetings are to be distance meetings held over the internet via “Zoom