



MINUTES OF THE MEETING OF THE PARISH COUNCIL held remotely over Zoom at 7.15pm on Thursday 22nd October 2020

Present: Cllrs Ian Martin (IM) (Chairman), Maggie Oechsle (MO) (Vice-Chairman), Anthony Cheetham (AC), Chris Couves (CC), Bob Gust (BG), Peter Lowings (PL) and Richard Whadcoat (RW)

In attendance: Clerk and 2 members of the public.

1. Chairman's Opening Remarks

The Chairman welcomed everyone to the meeting and reminded the public of the Zoom protocol.

2. Apologies for absence – CC Connolly

3. Declarations of Interest -

No disclosures made.

4. Public Session

There have been various emails from residents regarding the Village Entry Gate at Clint Green. These will be discussed under item 8.

5. Reports from District and County Councillors

CC Connolly report previously circulated.

DC Martin reported that the Breckland Chief Executive Officer has stood down and is not being replaced. A Local Government Reform White Paper is expected in the next month and a strategic advisor will assist in shaping the future leadership structure of Breckland Council.

6. To approve the Minutes of the Previous Meeting

- The minutes from the meeting held on 24th September 2020 were agreed as a true record with the following amendment: PL was in attendance; item 13.6 should read Highways England and not Norfolk County Council. Proposed: IM and seconded: MO.
- To receive the Clerk's Report on matters arising since the last meeting
The Clerk's Report was noted. It was agreed that a portable hard drive be purchased (up to the cost of £50) to back up the Council electronic files. Proposed: MO, seconded: IM. **Clerk to action**
- To consider matters arising from previous Minutes not considered on Agenda
It was suggested that volunteers be sought to start a Speedwatch group. The Clerk informed Councillors that she believed that Speedwatch had been postponed till March due to Covid. **Clerk to investigate and report back.**

7. Planning

To receive and consider new planning applications

- 3PL/2020/1126/VAR – Buddleia, Well Hill. Variation of condition no 2 on 3PL/2017/0186/VAR – changes to approved drawings. No objections

To receive and consider any additional information on current applications

- 3PL/2010/1361/F – Land East of Yaxham Road, south of Dumpling Green. Erection of 255 dwellings with associated open space. Appeal against refusal to grant planning permission. There was lengthy discussion around the foul water systems, lack of infrastructure and traffic implications. It was agreed that IM and MO should finalise responses which will be submitted outside the meeting. Proposed: IM, seconded: CC and unanimously agreed. **IM and MO to action.**

Other Planning Matters

- To consider and agree a consultation response on 'Planning for the Future' – submission due by 29th October 2020. This had been circulated and will be submitted. **IM to action.**

8. Grant ProjectsTo receive update on Parish Partnership Grants

- Village Gateways – IM explained that there had been emails from members of the public who were concerned that the Clint Green village gateways were not of a satisfactory standard. IM explained that the gate at Clint Green was the agreed style, however funding from CC Connolly had enabled the two signs on the main entry and exit road of the village to be upgraded. There was lengthy discussion and it was agreed that Highways should be asked for the cost implication to move the 30 roundel and existing sign to either on the gate, or above and behind the gate to improve the visual impact. IM has drafted an email response to be sent to residents. **Clerk to respond to residents and contact Highways.**
- Lining Improvements. Proposals are being drawn up and will be discussed at a future meeting. **Clerk to add to next agenda**
- Well Hill Bus Shelter. IM reminded the meeting of the design options for a shelter. Public opinion on the design and location to be sought via the next edition of the Parish Council newsletter. **IM to action and Clerk to add to next agenda.**

To consider Parish Partnership Bids 2021/22

- IM suggested the Norwich Road bus shelter could be replaced. Public opinion to be sought via the next edition of the Parish Council Newsletter. **IM to action and Clerk to add to next agenda.**
- It was noted that there has been flyposting on the bus shelters. It was agreed that the Clerk should contact Westcotec to ask for the best way to remove the flyposters from the transparent Perspex in the bus shelters then write to the circus with an invoice for the cost of removal of their posters. Clerk to also find the cost of 'No fly posting' stickers. **Clerk to action**
- Traffic Calming near Elm Close to be considered. **Clerk to circulate Parish Partnership criteria.**

9. Yaxham Cares

Volunteers have been contacted and a request for more volunteers included within an electronic newsletter. A sim card has been purchased so that there is a dedicated phone number that can be published when the scheme relaunches in the next few weeks.

10. Recreation Field Play Area

No update. **CC to chase**

11. Finance

- To note the resignation of Gary Lake from the grass cutting contract and notification of the tender process for bids to be discussed at the November meeting. It was agreed that the current tender documents be circulated to Councillors for discussion in November. It is possible that the football club may require further works which they would pay for. There was discussion around the lack of information from Gary Lake which needs to be considered before his final invoice is paid. **Clerk to circulate current tender documents.**

- To agree the following items for payment

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT	Cheque No
H Frary	Clerks Wages (September & October)	£495.15		£495.15	101252
H Frary	Clerks Reimbursements	£39.37	-	£39.37	101252
I Martin	Zoom Monthly subscription	£14.39	£2.40	£11.99	101253
I Martin	Yaxham Cares Sim for mobile phone	£10.00	-	£10.00	101253
PKF LittleJohn	Limited Assurance Review fee	£240.00	£40.00	£200.00	101254

The above schedule of payments was AGREED unanimously. Proposed: IM, seconded: MO

- To note any receipts since the last meeting

	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
Breckland Council	Precept Second Instalment	£5,500.00		£5,500.00

- To receive the notification of completion of the limited assurance review for the year ended 31 March 2020. This was noted
- To receive and consider the Bank Reconciliation and Income and Expenditure v Budget to 30th September 2020, and the Financial Monitoring Officer's Report on his review of the accounts. The review was completed with no issues of concern.
- To consider potential areas of expenditure in 2021/22 that may significantly differ from the 2020/21 budget or projected expenditure and any other items to be included for the budget and precept setting agenda item at the November meeting. IM led Councillors through the budget for this year and made recommendations for next year. **Clerk to add to next agenda.**
- To consider and agree any potential training for the Clerk or Councillors - None

12. Highways Matters

- The nameplate 'Dereham Road' has not been replaced. **Clerk to chase**
- Contractors are parking on the blind bend and obstructing the footpath near Scarlett Homes. **IM to raise the issue with Breckland Council**
- Give way markings are faded and will be refreshed in due course.
- A manhole cover is sunken in Whinburgh and needs repairing. **IM to report**
- SAM2 data was shared outside the meeting and shows a significant increase in volume and speed of traffic. The new pole has been installed and BG will fix a bracket so that the sign can be used in this site.

13. Village Items

Remembrance Day. There will be a wreath laying service at St Peters. It was agreed that the current wreath be re-used and a donation of £20 be made to the British legion. Proposed: IM, seconded: MO. There is a tree at the church in need of repair. Any updates will be shared at future meetings.

14. To discuss the viability of investigating Parish interest in Fibre to Property options in the Parish and the 'Gigabit' Voucher scheme

IM reported that if there are enough expressions of interest BT will conduct a free initial survey and indicate the cost that each household would need to contribute if going ahead. IM to advertise in the newsletter and if sufficient interest take this forward. **IM to action**

15. Councillors' Reports

- Footpaths – The gate on RB8 has been reported to NCC who have informed CC that a notice has been issued to the landowner. If the gate is not removed NCC will complete the work and invoice the landowner. The steps at Low Lane and bridge will be repaired, however other footpaths requiring remedial work and repairs will be delayed due to Covid.
- The slope on Highways land next to Mill Lane is very slippery resulting in an injury to a member of the public. CC will contact Highways and ask them to take remedial work to make the slope. **CC to action**
- Dog Fouling signs have been purchased and will be displayed around the Parish. IM to contact the football club for permission to put signs on the dug outs and also ask the YVAA if one can be put on the Village Hall wall. **IM to action**
- The Council request a new dog bin at the end of Spring Lane. **Clerk to contact Breckland Council**
- NWL/A47 Update – Nothing to report

16. Correspondence received since last meeting

NALC Newsletters; planning consultation emails, Hockering Parish Council: Bus Service changes, Norfolk Police: Community funding, Rural Bulletin

17. Urgent Business

None

18. To note items for the new meeting Agenda

Items already indicated in the minutes.
Budget deliberations for 2021/2020

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

Thursday 12 November 2020 at 7pm via Zoom (Extraordinary Planning Meeting)
Thursday 26 November 2020 at 7pm via Zoom

The meeting closed at 9.15pm with no further matters arising.