



**MINUTES OF THE MEETING OF THE PARISH COUNCIL held remotely over Zoom at 7.00pm on Wednesday 25<sup>th</sup> November 2020**

**Present:** Cllrs Ian Martin (IM) (Chairman), Maggie Oechsle (MO) (Vice-Chairman), Anthony Cheetham (AC), Chris Couves (CC), Bob Gust (BG), Peter Lowings (PL) from 7.30pm-and Richard Whadcoat (RW)

**In attendance:** Clerk, DC Claussen (from 7.25pm)CC Connolly and 8 members of the public.

**1. Chairman's Opening Remarks**

The Chairman welcomed everyone to the meeting.

**2. Apologies for absence – none**

**3. Declarations of Interest - MO declared a personal interest in Agenda item 7.a. a. 3PL/2020/1324/F as the applicants are personal friends. This was noted.**

**4. Public Session**

Residents from two properties expressed concern that the decision to relocate the Clint Green bus shelter was preceded by minimal local consultation and that ownership of the land on which the shelter is proposed to be sited is not proven. They added that they have no concern over the relocation of the bus stop, it is the potential for a shelter backing onto residential properties that is of concern. They requested a site visit and confirmation of the boundary lines to be established before any formal decision to proceed is made.

A third homeowner was unable to join the zoom meeting, however expressed support to this view outside the meeting.

IM explained that the Parish Council were advised by Highways that the land concerned was Highways land, rather than that of the immediate neighbours. He added that Highways have offered to clarify the boundary line and The Council will take this up. It was agreed that a site meeting between residents and Councillors would be arranged before any final decision is made. IM added that the request for the relocation of the bus shelter had been made by residents of Clint Green, and if the situation has changed and there is no longer support the project then it will not proceed.

**5. Reports from District and County Councillors**

CC Connolly shared a report which had been previously circulated.

DC Martin reported that Yaxham Village Hall have received support from Breckland Council Covid support fund.

**6. To approve the Minutes of the Previous Meeting**

- a) The minutes from the meeting held on 22<sup>nd</sup> October and 12<sup>th</sup> November 2020 were agreed as a true record. Proposed: IM and seconded: CC and unanimously agreed.
- b) To receive the Clerk's Report on matters arising since the last meeting  
The Clerk's Report was noted. It was reported that the Dereham Road nameplate has been installed. Speedwatch are still operating during Covid and should there be sufficient volunteers a scheme could be started in Yaxham.
- c) To consider matters arising from previous Minutes not considered on Agenda

It was noted that the dog bin site that has been requested has been formally rejected by Breckland Environmental Health however they will consider an alternative location.

## 7. Planning

### To receive and consider new planning applications

- a. 3PL/2020/1324/F – The Firs, Station Road: Erection of 2 bed bungalow.  
Yaxham Parish Council object to this application for the following reasons:  
In this part of Station Road, surrounding properties are two storey dwellings and a modern two bedroom bungalow in this location would adversely impact the appearance and context of the adjacent properties contrary to Yaxham Neighbourhood Plan policy HOU6 relating to design. It was felt this proposal constitutes over development of the plot. The proposals include the removal of tree (T1) to allow access but which would make the new dwelling immediately visible from Station Road.  
The Parish Council understands, and sympathises with the applicants' wish to downsize to a smaller, single storey dwelling but is of the view that the adverse harm to the character of this area outweighs the benefit of this proposal
- b. 3PL/2020/1254/D – Land to the North of Homefield, Dereham Road: Reserved matters application for 6 dwellings following outline permission. The Parish Council's response, following discussion, is attached.
- c. It was also noted that a further application for this site, 3DC/2020/0229/DOC, had been received for the discharge of planning conditions in the original outline permission 3PL/2018/0422/O. It was agreed that as this covered many of the issues in 3PL/2020/1254/D then the Parish Council's comments would also be submitted for this application - see attached

### To note any planning decisions

- a. 3PL/2020/1126/VAR – Buddleia, Well Hill. Variation of condition no 2 on 3PL/2017/0186/VAR – changes to approved drawings. APPROVED by Breckland Council
- b. 3PL/2019/1430/F – Yaxham Waters Holiday Park, Dereham Road. Change of use of middle field from land used for camping and touring caravans to land for the stationing of 13 holiday lodges as part of Yaxham Waters holiday Park. APPROVED by Breckland Council

### Other Planning Matters

- a. None

## 8. Village Consultation report

IM informed Councillors that there have been 80 responses which is much higher than previous consultations. Results were as follows:

Location of Clint Green Bus shelter: 73% support relocating to the layby, 27% against.

Style of bus shelter: 63% would prefer a wooden shelter and not steel / Perspex

Yaxham bus shelter: 72% would prefer a wooden shelter

Traffic calming measures are supported in both Yaxham and Clint Green

Gigabit Broadband expressions of interest: 65% overall in support of further investigations.

## 9. Grant Projects

### To receive update on Parish Partnership Grants

- Lining Improvements. IM explained the background to the reasoning behind changing the markings to highlight the junction as a T-junction and not a cross road. There will be new a give way sign installed and it is hoped the SAM2 sign will be able to be used at this location. There was discussion and it was agreed that this project would have a

positive impact, however the location of any new signs should be such that they do not impede the visibility of farm traffic accessing fields. It was agreed that a Councillor site visit to the entrance of Church Lane could look at the proposals for narrowing the entrance to the road in conjunction to the Elm Close appeal.

- Well Hill Bus Shelter. Quotes for shelters are likely to be in region of £6,000 including installation. Further quotes are being sought. It was agreed that any decision be deferred to the January meeting.

2 members of the public left the meeting at 8.40pm

#### To consider Parish Partnership Bids 2021/22

- IM suggested the replacement of the Norwich Road bus shelter. There was discussion and it was suggested that there could be savings if two shelters were installed at the same time. It was agreed that a bid be submitted for a wooden bus shelter based upon the quote that we have received and request 50% of the funding. Proposed: IM and seconded: MO.
- Traffic calming measures traffic refuges and extending the pavement in front of Elm Close towards the junction to narrow the road could be explored once the outcome of the Elm Close planning appeal is known. This will not be in time for a 2021/22 bid.

#### **10. Grass cutting contract**

The tender document has been agreed and four local companies approached. It was agreed that the deadline be extended to mid January to allow other companies to be approached.

#### **11. Yaxham Cares**

Thanks were expressed Louise Dye for stepping forward as Volunteer Co-ordinator and for PL erecting the banners. Feedback from residents has been positive, and whilst there have been no calls immediately, the ongoing support is welcomed particularly by elderly residents. Welfare calls are being made to vulnerable residents and links with volunteers are being forged.

#### **12. Recreation Field Play Area**

CC explained that based upon recent correspondence, the Parish Council will be requesting a stronger agreement as the current agreement is not acceptable. It was noted that there is a significant financial implication on taking on the management of the play area which could have an impact on the precept and therefore cost to residents.

IM explained that the removal and replacement of the swings would cost in the region of £10,000 which could potentially be provided by grant fund by Breckland Council and Yaxham Parish Charity. If this is supported by the YVAA this could be arranged by the Parish Council and the equipment leased to the YVAA for a peppercorn rent who would then be responsible for the insurance and liability of the equipment. Proposed: CC, seconded: PL. Six Councillors in agreement and one against.

It was agreed to suspend standing orders to allow the meeting to extend beyond two hours.  
Proposed: IM, seconded: MO

### 13. Finance

- a. To agree the following items for payment

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
H Frary	November / December wages	740.80	-	740.80
H Frary	Reimbursements October / November	80.83	-	80.83
H Frary	Stationery	14.39	2.40	11.99
BWPC	No Fly Posting stickers	7.95	-	7.95
HMRC	PAYE	308.80	-	308.80
Westcotec	Post for SAM2 sign	89.00	17.80	106.80
I Martin	Reimbursement for British Legion wreath	20.00	-	20.00
NALC	Training course (V Turner)	20.00	4.00	24.00
C Couves	No dog fouling signs	21.60	-	21.60
G Lake	Grass cutting invoice*			
Harlequin	November PC Newsletter printing	136.00	-	136.00

\* Invoice to be considered under item 21

The above payments were agreed (except G Lake). Proposed: IM and seconded: CC

- b. To note any receipts since the last meeting

	Detail (Invoices available for viewing)	£ Total	VAT	Ex VAT
Yaxham Parish Charity	Clerking Fee	260.00	-	260.00
Mr Harrison	Paper Street Rent	150.00	-	150.00

- c. To consider the Parish Charity request as regards the payment made to Yaxham Community News.

IM reminded Councillors of the discussion at the Charity Meeting where it was recommended that Parish Council agree that the remaining £120 of the original £160 payment in advance for adverts within the 2020/21 Yaxham Community News be released as a payment towards any shortfall in producing the next edition of the magazine, ahead of 31<sup>st</sup> March 2020 otherwise the Parish Council would ask for it to be repaid to the Parish Council. Should more funding be requested once the future of the magazine is decided it will be considered on receipt of a business plan for the next financial year. Proposed: IM, Seconded: CC and unanimously agreed.

- d. To discuss and agree the budget and therefore precept for 2021/22

IM led the meeting through the papers that had been circulated before the meeting. He recommended 'budget option C' which is an increase of approximately £2 per resident for the coming year. There was discussion and it was agreed the decision be deferred to the January meeting.

- e. To consider and agree any potential training for the Clerk or Councillors  
None

### 14. Highways Matters

- The Village Gateway in Clint Green has been altered.
- Yaxham Waters gateway is due to be repositioned.
- Some work has been done to clear the drains along Station Road.

## 15. Councillor Reports

- a) Footpaths – CC reported that the steps in Low Lane have been repaired. Footpath 5 and 7 had rotten signs which have been replaced. Other work will be carried out in the new year. RB8 is of ongoing concern and discussions are being held with NCC to confirm rights of way and ownership of Green Lane.
- b) Flooding – CC reported that there has been flooding in Station Road and local drainage ponds. He is investigating further and will report to a future meeting
- c) Flooding – a site visit from NCC Water Management Team is due to look at the ditches near Railway Farm. An update will be shared at the next meeting.

## 16. Correspondence received since last meeting

NALC Newsletters; planning consultation emails, Rural Bulletin, Vattenfall in Norfolk – project update, BDC: Census 2021 information, NCC: Budget Consultation, Norfolk Constabulary: Invitation to District Briefing

## 17. Urgent Business

None

## 18. To note items for the new meeting Agenda

Those deferred items from earlier.

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

- a. To note the date and time and for next meeting of the Parish Council as:  
Thursday 21<sup>st</sup> January 2021 at 7.15pm REVISED DATE
- b. To confirm the date for the following meetings and agree they will be held via Zoom:  
21 January, 25 February, 25 March 2021
- c. To agree the dates for the remainder of the meetings in 2021 (to be confirmed as virtual or physical once legislation is known)  
22 April, 27 May, 24 June, 22 July, 23 September, 28 October and 28 November 2021.

## 20 A resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s100 of the Local Government Act 1972 that the public and press be excluded from the meeting for item 21 on the grounds that it could involve the likely disclosure of private and confidential information was agreed. Proposed: IM, seconded: MO

All members of the public left the meeting

## 21 To note, consider and pay a sum relating to the invoice received from Gary Lake for Grounds Maintenance within the Parish.

The final invoice for the year from Gary Lake for the grass-cutting contract was considered. After discussion BG proposed a payment of £343 this was seconded by RW.

## 22 To report back from the staffing committee meeting.

The staffing committee recommend that the Interim Clerk is appointed on a permanent basis. This was agreed. Proposed: IM and seconded: MO.

The meeting closed at 10.30pm with no further matters arising.