



**MINUTES OF THE MEETING OF THE PARISH COUNCIL held remotely over Zoom at 6.00pm on Thursday 25<sup>th</sup> March 2021.**

**Present:** Cllrs Ian Martin (IM) (Chairman) (until item 8), 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 3 members of the public.

**1. Chairman's Opening Remarks**

The Chairman welcomed everyone to the meeting and explained the zoom protocol.

**2. Apologies for absence – CC Connolly**

**3. Declarations of Interest - None**

**4. Public Session - None**

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

CC Connolly shares reports electronically which are circulated by the clerk.

DC Martin reported that due to the expectation that zoom regulations will not extend beyond 7<sup>th</sup> May Breckland Council have brought forward their Annual meeting to 29<sup>th</sup> April. The May planning meeting has been rescheduled to 5<sup>th</sup> May with the anticipation that all meetings will return to face to face from that point forward. The split from South Holland is ongoing and the management structure for BDC is being finalised. Pop-up asymptomatic testing is available in the district, currently at Attleborough.

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

a) The minutes from 25<sup>th</sup> February 2021 were agreed as a true record. Proposed: IM and seconded: RW.

b) To receive the Clerk's Report on matters since the last meeting

The clerk led the meeting through her report. She noted that since writing her report she has received further information about the Gigabit scheme and will report to a future meeting. IM added that full fibre broadband appears to be rolled out through the village and it is possible that the Gigabit scheme may not be necessary. It was suggested that a sample of residents should be asked whether they are able to access full fibre broadband before continuing. **IM to investigate and clerk to add to the next agenda.**

**IM to investigate dual authority signatory facilities with Barclays Bank and clerk to add to next agenda.**

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

IM confirmed that he wrote to BDC to thank for the refuse collection service during Covid, a new contractor has been appointed and there should be economy of scale as they are working across three districts.

IM confirmed that he wrote to Breckland planning regarding the reserved matters for Land North of Homefield and received a response that they appreciated the Parish Council concerns, but there was no further action that could be taken.

The Clerk received a response from Breckland Council that a further dog bin in the Parish was not permissible as there are sufficient in the parish and there is nowhere suitable for the vehicle to park to empty a bin in the suggested position.

The grass cutting contract has been awarded and contacts for groups have been identified to liaise, via BG, with the contractor. IM noted that the strimming of the play area has been removed from the contract, however this could be reinstated at minimal cost.

## 7. Planning

### To receive and consider any new planning applications

- a. 3PL/2021/0301/O: The Old Post Office, Norwich Road – Demolition of the Old Post Office and the erection of two dwellings. There was discussion and it was agreed that the issue of Japanese Knotweed on the site should be clearly highlighted, the need for a bat survey, the impact of the size of dwellings and access to the site were also discussed. **IM/MO to draft a response for the clerk to submit.** Proposed: IM, seconded: CC and unanimously agreed

### To note any planning decisions

- b. 3PL/2020/1254/D: Land to the North of Homefield, Dereham Road – reserved matters. **APPROVED** by Breckland Council

### Other Planning Matters

- c. To note the receipt of agricultural notifications 3AG/2021/0005/AG & 0006/AG: Hill Farm, Well Hill – erection of replacement general storage building. It was noted that this does not require approval.
- d. To consider the response from Breckland Enforcement regarding ENF/391/20/PAR: Yaxham Waters – Unauthorised development. CC reported that he has been contacted by Chris Hobson, BDC to inform him that Yaxham Waters must remove the soil to the correct level around the trees within the next two months. The lighting around the lake is reflecting off the water and into neighbouring properties. Chris Hobson will be checking that this complies with the original permission and speaking to Yaxham Waters to see if there can be any action to reduce this. There was discussion around the contradictory comments by Chris Curtis (Enforcement Officer, Breckland Council). **DC Martin to investigate this with Breckland**
- e. To report back from the meeting with Flagship to address the Elm Close planning application, St Peter's Close Heat Pump Planning Application, and St Peters Close drainage and sewage issues. IM shared a report from his meeting with MO and flagship and reminded Councillors of the content. CC asked who would be responsible for ditch maintenance and IM suggested that it might be a planning condition. BG asked if increasing the amount of surface water draining would increase the flooding issues elsewhere in the Parish. IM confirmed this could be the case, however if all blockages between Elm Close and the River Tudd are cleared it should be alleviated. BG stated that whilst this is theoretically the case, the increased number of houses will cause flooding issues downstream, particularly as the River Tudd is not a large body of water. MO suggested the Environment Agency be approached to address these concerns. AC expressed significant concern about the viability of the surface and foul water systems. CC agreed with this concern however IM reminded the meeting that if Anglian Water state that there is capacity, there is no planning reason for Breckland to refuse the permissions. MO agreed that there are significant concerns, however suggested that whilst we have a positive working relationship with Flagship, we should capitalise on this to ensure Anglian Water take the actions that they are promising to try to prevent flooding. **Clerk to add consideration of the River Tudd Management to the next agenda.**  
St Peter's Close ground source heat pump. IM explained that Breckland Council are waiting for a response from the Parish Council before responding to the applicant regarding application

3PL/2020/1358/F for a Ground Source Heat Pump. In discussion with Flagship they had given the Council two options: firstly, that the application should not proceed, in which case Flagship will withdraw the application. Secondly, to allow Flagship to continue and the application will be granted. This will secure grant funding. Flagship then agree to consult their tenants, and the outcome will decide whether to proceed. There was discussion and it was unanimously agreed that the Council do not wish the project to proceed and therefore the application should be withdrawn. MO proposed that IM contact Breckland and Flagship to inform that that whilst the Parish Council are supportive of renewable energy, they are unanimously unhappy with the application for 25 bore holes. This was seconded by IM and unanimously agreed. **IM to draft a response for the clerk to submit**

- f. To report back on the decision by the Planning Committee on 15/03/2021 for 17 lodges on Priors Field (3PL/2020/1097/F). See comments under item 7d. IM thanked MO and CC for their support at the recent planning committee, however noted that the objection of over development was not accepted and the application was approved.

## 8. Recreation Field Play Area.

CC reported that the YVAA have discussed the Play Area and the current trustees are prepared to sign a management agreement for the play area. The proposed agreement was circulated and discussed. Once agreed and signed, this will mean that the Parish Council are in the position to obtain grants to improve the area. This will be led by a Working Party, led by CC and BG with a group of volunteers. IM thanked CC for his hard work in brokering the agreement. He explained that the Clerk would be involved in writing the Terms of Reference and Susan Martin has agreed to be heavily involved in grant applications. He reminded the meeting that Breckland Council, the Parish Charity and other local charities such as bags for life etc should be approached to provide funds for £7k swing replacement, matting repairs £5k, picnic benches £1k, survey of climbing frame and any potential costs from this. Suggestions included a banner to advertise the project. Timing is tight to secure funding to be able to open for use this summer, and if this is successful a community consultation on the way to expand and enhance the area in the future will be undertaken.

AC noted that the area was being used by children last weekend, and suggested that should the Parish Council take this responsibility then the site will need to be properly secured and the cost of fencing will need to be added to the potential costs. CC proposed accepting the management agreement as tabled. This was seconded by BG, the vote showed five in favour and two against.

IM left the meeting at 7.30pm and MO took the Chair

## 9. Finance

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
H Frary	March Wages	370.40	-	370.40
H Frary	Reimbursements March	34.09	-	34.09
H Frary	Zoom subscription	14.39	-	14.39
NALC	Subscription	177.79	-	177.79
ICO	Subscription	40.00	-	40.00

MO proposed payment of these invoices. This was seconded by CC and unanimously agreed.

- b. To note the following receipts

Detail Invoices available for viewing	£ Total	VAT	Ex VAT
Donations	24.00	-	24.00

- c. To consider and agree any potential training for the Clerk or Councillors: None  
 d. To consider requesting a payment towards the cutting of the football field from YVAA.

PL explained that the village hall have recently received funds from central government towards the running of the hall and their facilities and suggested that the Village Hall be asked to contribute towards grass cutting. There was lengthy discussion and it was agreed that no action be taken at this time, however this be reconsidered if there are any extra cuts requested by the football club or any commercial use. This was proposed by BG and seconded by AC.

**10. To receive a report about Flooding and sewage contamination within the Parish including the consideration of a Flood Management Plan**

MO suggested she investigate a formal Flood Management Plan which can be used in response to every planning application to highlight the flooding issues. The cost would be in the region of £1,000 and could come from the ringfenced £3,000 in the budget for planning matters. CC reminded the meeting that this ringfenced funding could be needed for any judicial review of Dimpling Green planning application. There was lengthy discussion about whether Breckland Council would take any notice of the plan despite particularly as the Local Lead Flood Authority state that there is no flooding problem in the area. MO proposed that she investigate the matter further and bring a detailed proposal to the next meeting. This was seconded by BG and agreed. **MO to investigate and Clerk to add to next agenda**

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

**11. To consider Yaxham Woodland Group becoming a Working Party of the Parish Council**

MO explained that there has been a huge increase in the public liability insurance cover for the group who complete monthly hedge cutting and light maintenance work. The Clerk explained that she has not heard back from the insurance company but expects there to be no impact on the insurance if the group become a working party. If this is the case, it was proposed by MO that the group become a working party of the Parish Council. This was seconded by CC and unanimously agreed. **Clerk to action**

**12. Highways Matters**

a) To note any Highways matters needing attention.

CC reported that all outstanding footpath items have now been completed. Thanks were recorded for his hard work in this matter. Issues with the gate across RB8 are still ongoing.

The Clerk explained that she has shared the Highways Log with our new Area Engineer and he will investigate the outstanding issues.

It was agreed that the Clerk should contact Anglian Water / Norfolk Fire Service and ask for a fire hydrant to be installed near the planters to avoid volunteers having to trail a hose pipe across the road. **Clerk to action**

b) To consider a response to the letter from Garvestone, Reymerston and Thuxton Parish Council regarding the condition of the B1135. MO proposed that the Council support Garvestone, Reymerston and Thuxton Parish Council in their attempts to improve the road surface. This was seconded by CC and unanimously agreed. **Clerk to action**

**13. To consider the creation of a Community Emergency Plan**

Postponed to a future meeting.

**14. Policies**

- a) To review and update the following Policies in line with the updated Policy Review Schedule: Financial Regulations, Financial Risk Assessment, General Risk Assessment, Scheme of Delegation and Document Retention Policy. The amendments were agreed - Proposed: MO, seconded: CC. **Clerk to format and IM to upload to the website**
- b) To agree the following new schedule: Temporary Delegation of Powers to the Clerk to respond to planning applications between meetings. **Clerk to add to the April agenda.**

**15. Councillor Reports**

None

**16. Correspondence received since last meeting**

NALC Newsletters, updates from CC Connolly, Rural Bulletin, Norfolk PTS Newsletter, CAN newsletters. Please read insurance schedule update

**17. Urgent Business**

Letter from resident concerning Willow Tree opposite Pinns Corner that is damaging telephone lines and will potentially pull the wires down. IM has reported this to Highways.

**18. To note items for the next meeting Agenda**

None

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

- a) To note the revised date and time of the Annual Parish Meeting to be held on Thursday 6<sup>th</sup> May 2021 at 6.00pm via zoom
- b) To note the date and time and for next meeting of the Parish Council as:  
Thursday 22<sup>nd</sup> April 2021 at 6.15pm (following a Yaxham Parish Charity meeting at 6.00pm)
- c) To note the revised date and time of the Annual Meeting of the Parish Council as:  
Thursday 6<sup>th</sup> May 2021 at a time to be confirmed via zoom

The meeting closed at 8.35pm with no further matters arising.