



## YAXHAM PARISH COUNCIL

To all Councillors

**You are hereby summoned to a Meeting of Yaxham Parish Council via the internet meeting medium, 'Zoom', to consider the following business, to be held on Thursday 29th April 2021 at 6.15pm. Please notify the Clerk in good time if, and the reason why, you are unable to join the meeting.**

Heidi Frary  
Clerk to the Council  
20 March 2021

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. 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 on the Parish Council website or by request from the Clerk. **Meeting ID: 794 920 9601 Passcode: 12345**

### 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 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**

- a. To approve the minutes of the Meeting of the Parish Council held on 25.03.2021
- b. To receive the Clerk's Report on matters since the last meeting
- c. To consider matters arising from minutes of the previous meetings not considered elsewhere on this Agenda

**7. Planning**

To receive and consider any new planning applications

- a. None

To note any planning decisions

- b. 3PL/2020/1358/F: St Peters Close and The Oaklands – installation of communal ground source heat pump and associated works. **WITHDRAWN** by the applicant

Other Planning Matters

- c. To note the receipt of the Planning Inspectorates response to Land East of Yaxham Road, south of Dumpling Green.
- d. Flagship Discussions: report and consider any actions arising

e. Neighbourhood Plan Review – Breckland advice

## 8. Local Authority Remote Meetings: Call for Evidence

## 9. Yaxham Woodlands Working Group Report

- a. To agree the Working Group Terms of Reference
- b. To agree to the delegation to the Woodlands Group the authority to agree expenditure of ring-fenced funds up to 22<sup>nd</sup> July 2021.

## 10. Play Area Working Group

Consider any recommendations including:

- a. Noting the Management Agreement has been finalised and signed as agreed
- b. Agree the Working Party Terms of Reference
- c. Note the Grant application made to the Parish Charity
- d. Note the application that the group will be making to Breckland Council's Inspiring Communities fund for a grant of £5,000 and also relevant grants as they arise.
- e. To agree the delegation to the Play Area Working Group authority to agree expenditure of ring-fenced funds up to 22<sup>nd</sup> July 2021

## 11. Finance

- a. To agree the following items for payment

To Pay	Detail	Invoices available for viewing	£ Total	VAT	Ex VAT
H Frary	April Wages		370.40	-	370.40
H Frary	Reimbursements April		34.09	-	34.09
H Frary	Zoom subscription		14.39	-	14.39
M Bergin	Internal Audit fee		35.00	-	35.00

- b. To note the following receipts

Detail	Invoices available for viewing	£ Total	VAT	Ex VAT
Breckland Council (Precept)		£5,825.00		£5,825.00

- c. To consider and agree any potential training for the Clerk or Councillors
- d. To note the signing off of the year end accounts by the Financial Monitoring Officer
- e. To receive and accept the Internal Audit report
- f. To agree the financial summary statement for 2020/21 (including statement of reserves and asset register)
- g. To agree to signing of the Exemption Certificate and Annual Governance Statement
- h. To agree the Annual Accounting Statement

## 12. To receive an update about flooding and sewage contamination in the Parish and to consider the recommendations in the Vice Chairman's report to the Parish Council relating to Flood Risk

## 13. Highways and footpath issues

- a. To note any Highways matters needing attention

## 14. To agree to the temporary Delegation of Powers to the Clerk to respond to planning applications between meetings

## 15. Councillor Reports

## 16. Correspondence Received since last meeting

NALC Newsletters, updates from CC Connolly, Rural Bulletin, CAN newsletters.

## 17. Urgent Business

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

**18. To note items for the next meeting Agenda****19. To note the next meetings 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 revised date and time of the Annual Meeting of the Parish Council as: Thursday 6<sup>th</sup> May 2021 at 6.30pm via zoom
- c. To note the cancellation of the June Parish Council meeting due to a lack of covid secure venue. The meeting on 22<sup>nd</sup> July 2021 will be held in the Village Hall at 7.30pm