



MINUTES OF THE MEETING OF THE PARISH COUNCIL held remotely over Zoom at 6.15pm on Thursday 29th April 2021.

Present: Cllrs Ian Martin (IM) (Chairman), Maggie Oechsle (MO) (Vice-Chairman), Bob Gust (BG) and Richard Whadcoat (RW)

In attendance: Clerk, CC Connolly and 4 members of the public.

1. Chairman's Opening Remarks

The Chairman welcomed everyone to the meeting and explained the zoom protocol. He noted that Anthony Cheetham has resigned from his position as Parish Councillor and will be missed. Thanks were recorded for his hard work during his time as Councillor. The process has begun to advertise the casual vacancy.

The Chairman gave a tribute on behalf of the Parish Council for the sad loss of Peter Bennett who was a very active member of the community and will be missed. A minute's silence was then held in honour of both Peter and the Duke of Edinburgh.

2. Apologies for absence – Chris Couves (CC) and Peter Lowings (PL)

3. Declarations of Interest - None

4. Public Session

A member of the YVAA committee reported that they have received a letter from a resident complaining about the amount of dog mess on the playing field and asking for this to be raised at the Parish Council meeting. She reported that signs have been erected and the dog warden has been notified. IM reported that the Parish Council received a similar letter. There was discussion and it was agreed to be added to the next agenda for discussion. **Clerk to add to next agenda.**

It was noted that the Parish Council received two items of correspondence from residents concerned about flooding in the area which will be discussed at the next meeting. MO suggested that Mid Norfolk Railway be contacted and asked to clear under the bridge. **IM to draft a letter and Clerk to add to next agenda.**

5. Reports from District and County Councillors

CC Connolly shares reports electronically which are circulated by the clerk. He added the County Council elections are being held next Wednesday. He has shared a full report which will be added to the Annual Parish Meeting papers.

DC Martin reported that there have been elections at Breckland Council. He will report fully at the Annual Parish Meeting next week.

13: Highways Issues (brought forward to be discussed whilst CC Connolly is in attendance).

It was agreed that IM and the Clerk should review the list of outstanding Highways Issues and it will be shared with the Highways Engineer and County Councillor after the election next week. **IM and Clerk to action.**

MO asked for an update about the gate across RB8. CC Connolly explained that it is a slow process however he will request an update from the relevant officers. **CC Connolly to action.**

BG asked if there is a reason for the poor quality of pothole repairs as the current patching is not cost effective in the long run. CC Connolly explained that Highways are acting to the best of their ability however he will pass the concerns to Highways Engineers.

6. To approve the Minutes of the Previous Meeting

- a) The minutes from 25th March 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. IM explained that there is a fire hydrant near the water planters and in due course the Clerk will contact Anglian Water to ask for costs of installing a stand pipe in this location. **Clerk to action.**
- c) To consider matters arising from minutes of the previous meetings not considered elsewhere on this Agenda
None

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. IM reminded Councillors that this was refused at appeal which is excellent news.
- d. Flagship Discussions: report and consider any actions arising. IM explained that he has attending various meetings to consider flooding, surface water draining and sewage systems concerns. He is liaising with Anglian Water to request either a reroute of the sewage route or an increase in capacity at the current pumping station as this is currently the most significant concern. He will report back in due course.
- e. Neighbourhood Plan Review – Breckland advice. Postponed to the May meeting

8. Local Authority Remote Meetings: Call for Evidence

Postponed to the May meeting. IM noted that there will be no option to extend remote meetings after the 7th May.

9. Yaxham Woodlands Working Group Report

9.1 To agree the Working Group Terms of Reference

These had been circulated outside the meeting and were proposed by IM, seconded by RW and unanimously agreed

9.2 To agree to the delegation to the Woodlands Group the authority to agree expenditure of ring-fenced funds up to 22nd July 2021.

The fund of approximately £400 will be transferred to the Parish Council in due course. Brian ?? has agreed to be the Woodland Group liaison with the Parish Council. This was proposed by IM, seconded by RW and unanimously agreed

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.
These had been circulated outside the meeting, were proposed by IM, seconded by RW and unanimously agreed
- c. Note the Grant application made to the Parish Charity
This was noted and the terms of the grant were agreed.
- 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 22nd July 2021.

This was proposed by IM, seconded by RW and unanimously agreed

11. Finance

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	2.40	11.99
M Bergin	Internal Audit fee	35.00	-	35.00

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
Breckland Council (Precept)	£5,825.00		£5,825.00

- c. To consider and agree any potential training for the Clerk or Councillors: None
- d. To note the signing off of the year end accounts by the Financial Monitoring Officer: These have been agreed and were accepted. RW noted that they had been signed and agreed with no comments.
- e. To receive and accept the Internal Audit report: This had been circulated outside the meeting and was accepted. Proposed: IM, seconded: RW and unanimously agreed.
- f. To agree the financial summary statement for 2020/21 (including statement of reserves and asset register). This had been circulated outside the meeting and were agreed. Proposed: IM seconded: RW and unanimously agreed.
- g. To agree to signing of the Exemption Certificate and Annual Governance Statement. This had been circulated outside the meeting and were agreed. Proposed: RW seconded: MO and unanimously agreed.
- h. To agree the Annual Accounting Statement This had been circulated outside the meeting and were agreed. Proposed: RW seconded: MO and unanimously agreed.

- 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**
Postponed to the May meeting

13. Highways and Footpath Issues

- a) To note any Highways matters needing attention.
See earlier in the meeting

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

Postponed to the May meeting.

15. Councillor Reports

None

16. Correspondence received since last meeting

NALC Newsletters, updates from CC Connolly, Rural Bulletin, CAN newsletters, SNAP invitation, Police reports. Emails from residents regarding dog fouling at the village hall, flooding in Stone Road and flooding under the railway bridge, notification of a road closure in Kimberley

17. Urgent Business

None

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 6th 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 6th 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 22nd July 2021 will be held in the Village Hall at 7.30pm

The meeting closed at 7.30pm with no further matters arising.