



## YAXHAM PARISH COUNCIL

To all Councillors

**You are hereby summoned to a Meeting of Yaxham Parish on Wednesday 8<sup>th</sup> December 2021 at 7.00pm to be held in the Community Room at Yaxham Village Hall. Please notify the Clerk in good time, and the reason why, if you are unable to join the meeting.**

Rebecca Wade  
Clerk to the Council

1<sup>st</sup> December 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. 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) can be found on the Parish Council website <http://yaxham.com/parish-council/minutes/> or by request from the Clerk, email [yaxhamparishclerk@gmail.com](mailto:yaxhamparishclerk@gmail.com).

### AGENDA

1. **Chairman's Opening Remarks**
2. **Apologies for Absence (Cllr Couves and Cllr Gust)**
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**
  - 6.1. To approve the minutes of the Meeting of the Parish Council held on 27.10.2021
  - 6.2. To receive the Clerk's Report on matters since the last meeting
  - 6.3. To consider matters arising from minutes of previous meetings not considered elsewhere on this Agenda
7. **Planning**
  - 7.1. To receive and consider any new planning applications  
**3PL/2021/1442/VAR** Bakers Shop Cottage & Mill Workers Cottage Norwich Road Yaxham
  - 7.2. To note any planning responses made since the last meeting  
**3PL/2021/1452/HOU** Silver Spring Arabians Paper Street Clint Green – **No Comment**  
**3PL/2021/1441/HOU** Sunnyholme Paper Street, Clint Green – **No Comment**
  - 7.3. To note any planning decisions  
**3PL/2021/1347/HOU** Orchard View Brakefield Green – **Permission**
  - 7.4. Undecided Applications – update  
**3PL/2021/1247/D** The Old Post Office Norwich Road, Clint Green  
**3PL/2021/0629/F** Land Off Elm Close Yaxham

**7.5. To receive NP4Yaxham reports & agree any actions required**

7.5.1.Sewage &amp; Flooding

7.5.2.Local Plan Review &amp; Consultations

**8. Play Area Working Group Report**

8.1. To consider the report on the Play Area Project and any recommendations.

8.2. To consider the weekly inspection reports and agree any actions arising.

**9. Highways and footpath issues**

9.1. To note any Highways matters needing attention

9.2. Parish Partnership bid opportunities for 2021/22 –

2<sup>nd</sup> SAM2 sign and new pole for Station Road, subject to Highway's agreement.**10. Parochial Church Charities**

To receive an update and agree any nominations or actions as required.

**11. Finance**

11.1. To agree the following items for payment (November)

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
HMRC	PAYE Shortfall*	234.11	-	234.11
Playdale	Play Equipment*	1,417.54	236.26	1,181.28
H Frary	November wages	55.15	-	55.15
H Frary	Reimbursements November	11.00	-	11.00
M Oechsle	Remembrance Wreath	20.00	-	20.00
CGM	Invoices (243124 & 243287)	355.20	59.20	296.00
Harlequin	September Newsletter	89.00	-	89.00

\*To be noted as already paid.

11.2. To agree the following items for payment (December)

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
R Wade	Wages to 31/12/2021	577.50	-	577.50
R Wade	HWA & Expenses	39.90	-	39.90
CGM	Invoices (243668 & 243669)	328.80	54.80	274.00
NALC	Clerk's Induction Training	80.00	0.00	80.00

11.3. To note any receipts

11.4. To review the operation of the CGM contract and agree whether to renew for a further season or to re-tender.

11.5. To consider and agree the draft 2022/2023 budget and precept.

11.6. To consider and agree any potential training for the Clerk or Councillors

**12. Correspondence Received since last meeting**

Correspondence from residents, NALC Newsletters, updates from County Councillor Connolly, Rural Bulletin, CAN newsletters, Police updates and general circulars

**13. Urgent Business**

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

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

Litter Pick, 2022 Queen's Platinum Jubilee celebrations

**15. To note the next 3 meeting dates of the Parish Council in 2022**On Wednesdays at 7.30pm in the Village Hall on 26<sup>th</sup> January, 23<sup>rd</sup> February, 23<sup>rd</sup> March