



**MINUTES OF THE MEETING OF YAXHAM PARISH COUNCIL
HELD ON THURSDAY 16th FEBRUARY 2023 AT 7.30PM IN THE DAVID MYHILL ROOM AT
YAXHAM VILLAGE HALL**

Present: Cllrs Maggie Oechsle (MO) (Chairman), Peter Lowings (PL), Ben Conway (BC), Bob Gust (BG), Chris Couves (CC) and Richard Whadcoat (RW)

In attendance: Clerk and 1 member of the public, District Cllrs Paul Claussen and Paul Plummer

1. Chairman's Opening Remarks

The Chairman welcomed everyone and informed them that the meeting was being recorded.

2. Apologies for Absence

None

3. Declarations of interest

The Chair and RW declared an interest in agenda item 9.3

4. Public Session

None

5. Reports from County and District Councillors

There were no reports from District Councillors.

The Chair referred to questions she asked DC Paul Claussen in the previous meeting. The first one being what date are Breckland going to have the local plan issues and options consultation? DC Paul Claussen said there was no date yet but it should be early March.

The Chair asked what data would Breckland be using for the flood risk assessment and what data are they receiving from County on flooding issues. Last time Breckland used a flood risk assessment dated 2017 for the local plan which said there were no records of flooding in Yaxham or other surrounding villages. The Chair wanted to know if they would be using the up to date LLFA data on instances of flooding in the new local plan? DC Paul Claussen replied that there is no mechanism for that to happen.

DC Paul Claussen confirmed they now had the UK SPF funding which is grant funding aimed at business and skills.

The Chair asked who the Parish can contact at Breckland about fixing the pipe at St Peter's Close. DC Paul Plummer to find out which pipe it is and have a look.

The Chair thanked the District Councillors for coming.

6. Minutes of Previous Meetings

6.1. To approve the minutes of the Meeting of the Parish Council held on 12.1.2023.

Proposed by BG, seconded by RW and all agreed.

6.2. To receive the Clerk's Report on matters since the last meeting.

The Clerk contacted the Independent Auditor to see if he was happy to undertake the audit again this year.

The Clerk contacted the residents behind Well Hill bus stop to inform them when installation would begin.

The Clerk raised the SDA renewal invoice and informed them of the new bank account details.

The Clerk sent another letter to Barclays confirming closure of the bank accounts.

The Clerk sent a form to COIF confirming new bank details.

Highways have resolved the problem with the overgrown hedge on Station Road.

The Clerk informed them of the broken finger post. Highways have inspected it and will resolve the problem.

The manhole cover past Station Road was reported and Highways have contacted Openreach and served a notice to the landowner. The problem has now been resolved.

The Clerk contacted Highways to ask them about the possibility of having the SAM2 on Norwich Road and the possibility of having dropped curb opposite Cutthroat Lane.

6.3. To consider matters arising from minutes of previous meetings not considered elsewhere on this Agenda.

None

7. Church Room renovations

The Chair updated the meeting on discussions held with the YVFC who wanted to put changing rooms in the Church Room however it has now been established that due to cost it is not a viable option. Another proposal has been put forward to add the changing rooms onto the Village Hall.

Renovating the Church Rooms is being considered due to the Village Hall being very well used and it is difficult for the Parish Council and the community to use it. It does however need substantial renovation. Also, with the previous Neighbourhood plan public consultation it was the number one regeneration project that the village wanted.

CC asked if it was water tight and BG confirmed it was. The Chair has a structural surveyor who can look at it and advise what needs to be done urgently.

The Chair proposed that they look into different options for renovation and the costs involved. Proposed by CC, seconded by RW and all agreed.

8. Planning

8.1. To receive and consider any new planning applications.

3PL/2023/0039/F Agricultural Storage building - Gadwall Farm Spring Lane

The Councillors agreed by a majority of 4 to 2 not to object to this application with the proviso that the permission for the building shall enure solely for the use of storing machinery and equipment associated with the husbandry of Gadwall Farm.

8.2. To note any planning responses made since the last meeting.

3PL/2022/1374/F - Beech Farm, Norwich Road

Yaxham Parish Council objected to this planning application on the grounds that the height and scale of a six-bedroom, three storey replacement dwelling would be overwhelming in this rural location. This is contrary to Breckland Policy HOU11 which clearly states the scale and height of any replacement dwelling should be of a scale and design sensitive to the countryside setting. This policy is reinforced by Yaxham Neighbourhood Plan Policy HOU6 relating to the design, height and scale of a redevelopment should seek to avoid conflict with neighbouring properties and retain the rural nature of a small village. It is also sited outside the Clint Green settlement boundary.

8.3. To note any planning decisions.

3PL/2022/1374/F - Beech Farm, Norwich Road **WITHDRAWN**

8.4. Other planning issues.

Update on Tree Preservation Order

Following the meeting with the Tree Preservation Officer he has agreed for a TPO to be placed on the group of trees and the large Oak.

Lanpro have also agreed there are some trees that need protecting.

Update on Local Plan Design Guide Workshop

The Chair had been to the workshop and said it was very interesting and informed there is a drop-in session on 24th February at Breckland. The design guide will be out at the end of June.

9. Local Plan Review / NP4Yaxham

9.1. Working group amendments to terms of reference

The amendments were agreed by all.

9.2. Update on first working group meeting

The Chair introduced Gary Osbourn, the new Chairman of the NP4Yaxham working group. Gary Osbourn said the first meeting was on 26th January and had 14 members. They need a volunteer for finance and administration. The working group are very aware that the Neighbourhood Plan Review will be guided by the wishes of the community therefore they need to decide on the best way of doing this. The original plan was very good and will be used but the new plan needs to more specific in the design side.

The Chair said that the Breckland local plan options looks at economic growth, location of housing and is there going to be a new big town or lots of little developments. It is asking what do people actually want. There are a lot of questions the Parish Council needs to respond to. It was thought they could have a drop-in consultation session in March for Parishioners to consider the Breckland Local Plan review as well as giving their opinions on the Neighbourhood plan. They will also have a questionnaire to give to all residents.

9.3. To consider a Grant application from the working group

The Chair reported that there would be set up monies required therefore a grant application had been made.

The Chair reminded the meeting that RW and herself could not comment further as they were involved in the working group.

PL proposed, BG seconded, the Chair and RW abstained and all agreed to £1,000 from the Parish Council until a grant could be secured from locality.

The Clerk to set up a separate bank account for the working group so all their transactions could be fully transparent and separate from the Parish Council's normal activities.

10. Parking

10.1 School

BG showed the Councillors a video of a large lorry trying to navigate its way through the school parking when children were being picked up.

BG reported there was a forthcoming meeting and Ed Connelly would be attending but unfortunately the Norfolk Constabulary Traffic Management Officer is unable to attend.

10.2 Church Lane

BG has asked for some stickers to be made available from PC Austin Clarke to put on the vehicle when it parked too close to the junction.

11. Play Area Working Group Report

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

The Chair thanked CC for all his hard work. When the weather improves CC said he will clean up the benches with a jet wash and check there is no algae on the climbing frame.

12. Highways and footpath issues

12.1 To receive an update on dropped curb

The Clerk reported she had spoken to Linda McDermott at Highways and was told that it was not safe where it was proposed and somewhere safer should be chosen.

The Chair reported that a resident had reported the issue to MP George Freeman. The Chair suggested getting someone from Highways out to find a safe location. All agreed to do this.

12.2 To receive an update on SAM2 on Norwich Road

The Clerk reported that someone is being sent out to see if the sign is suitable i.e. not rusty.

12.3 To note any Highways matters needing attention

BC reported a pot hole near the Chapel and the Clerk confirmed that the manhole cover near Pinns Corner has been reported and will be fixed within six weeks.

13. Norwich Road bus stop

It was confirmed this was now done other than the litter bin will be moved to the correct position shortly.

The Chair confirmed the matter can now be removed from the agenda.

14. Finance

14.1. To agree the following items for payment (February) * already paid

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
Cllr Gust	Notice board keys	7.46	-	7.46
Clerk	Clerk expenses for February	46.07	1.19	44.88
Clerk	Clerk wages for February	438.00	-	438.00

CC proposed and RW seconded and all agreed.

14.2. To note any receipts

Detail	£ Total	VAT	Ex VAT
NONE			

14.3. To receive and consider the Financial Monitoring Officers report

RW reported to the meeting he has reviewed the third quarter and all is in order.

14.4. To agree the appointment of Robin Goreham as internal auditor

The Clerk reported that Robin Goreham can undertake the audit for the same price as last year. RW proposed, PL seconded and all agreed for Robin Goreham to be appointed.

14.5. Bank position

PL and CC to ensure they have got bank access sorted. The Chair confirmed she was now able to do this. The Clerk to arrange for RW to have view only access.

15. Correspondence Received since last meeting

Correspondence had been circulated to Cllrs by email from NALC Newsletters, updates from CC Connolly, Rural Bulletin, CAN newsletters, CPRE newsletters, Police updates and general circulars.

16. Urgent Business

The Chair informed the meeting there will be a Parish and District election in May. There will be notice of election on 29th March at the latest and nomination papers need to be handed in personally by 4th April.

17. To note the next meeting dates of the Parish Council

23rd March, 27th April and 25th May.

18. To consider the passing of a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972 that the public and press be excluded from the rest of this meeting the grounds that it could involve the likely disclosure of private and confidential information

19. To consider the Co-option of a member of the public to fill the vacant position of Councillor

The Chair reported there had been one applicant to fill the vacancy on the Council in the name of Gary Davison. The Chair asked if all were in agreement that Gary be co-opted and all agreed.

The meeting ended at 9.20pm.
