



## YAXHAM PARISH COUNCIL

To all Councillors

**You are hereby summoned to the Meeting of Yaxham Parish Council on Thursday 23<sup>rd</sup> March 2023 at 7.30pm to be held in the Myhill 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

16<sup>th</sup> March 2023

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**

**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 16.2.2023.

**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. Church Rooms renovations**

To receive an update

**8. Planning**

**8.1.** To receive and consider any new planning applications.

**3PL/2023/0191/HOU** - Ground floor rear extension, garage conversion, internal layout changes and front entrance amendments

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

**3PL/2023/0039/F** - Agricultural Storage Building

Yaxham Parish Council agreed by a majority 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.

**8.3.** To note any planning decisions.

**8.4.** Other planning issues.

**9. Local Plan Review / NP4Yaxham**

**9.1** Working group update

**9.2** To discuss newsletter

**10. Parking**

**10.1** School

**10.2** Church Lane

**11. Play Area Working Group Report**

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

**12. Defibrillator**

To receive an update

**13. Highways and footpath issues**

**13.1** To receive an update on dropped curb

**13.2** To receive an update on Openreach pole

**13.3** To note any Highways matters needing attention

**14. Finance**

**14.1.** To agree the following items for payment (March)

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
Westcotec	Bus stop and bench	3,279.60	546.60	2,733.00
Matthew Garner	Cutting footpath at Pinns Corner	200.00	-	200.00
Clerk	Clerk expenses for March	58.58	2.40	56.18
Clerk	Clerk wages for March	528.00	-	528.00

**14.2.** To note any receipts

Detail	£ Total	VAT	Ex VAT
NONE		-	

**14.3.** Bank position

**14.4.** Fixed asset review

**15. To discuss the upcoming May elections**

**16. King's Coronation and time capsule**

**17. To agree agenda items and invitees for the Annual Parish Meeting (27<sup>th</sup> April)**

**18. Policies**

To review and update the following Policies in line with the updated Policy Review Schedule: Financial Regulations, Financial Risk Assessment, General Risk Assessment and Internal Audit Plan.

**19. Correspondence received since last meeting**

**20. Urgent Business**

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

**21. To note the next meeting dates of the Parish Council**

20<sup>th</sup> April, 23<sup>rd</sup> May, and 22<sup>nd</sup> June