



**MINUTES OF THE MEETING OF THE PARISH COUNCIL  
HELD IN THE JUBILEE PARK MEETING ROOM  
at 7.30PM on 22<sup>nd</sup> FEBRUARY 2018**

**Present** Cllrs. Lowings (Chairman), Bennett, Crummett, Dimoglou, Goldsmith, and Martin.

**In Attendance** Mrs M Eversfield (Clerk and RFO) and 42 residents.

- 1) Chairman's opening remarks.** The Chairman welcomed those present and stated how nice it was to see so many residents at the meeting.
- 2) To receive and accept apologies for absence.** Apologies were received and accepted from Councillor Harvey.
- 3) To receive declarations of interest and consider any requests for dispensations.** Cllr Dimoglou declared an interest in items 7.1, 7.7 & 8.

- 4) To adjourn the meeting for public session and to receive the County and District Councillors reports.**

Residents raised concern over the removal of the post box in the Village. Rumours were that it would be established by the bus stop in Clint Green. The Clerk to investigate.

Various pot holes around the Parish were reported.

The Council was asked when the SAM2 would be sighted in Yaxham again.

District Councillor Dimoglou stated that at the recent budget setting meeting it was noted that Breckland had the lowest council tax rise in the UK.

A resident questioned Cllr Dimoglou who he would be representing at the Local Plan Examination and Lanpro Appeal.

It was reported that the 30mph sign in Clint Green had been defaced. It was noted that this has now been dealt with.

It was suggested that the village sign at the junction of Church Lane needs refurbishing.

- 5) To approve the minutes of the meeting held on 25<sup>th</sup> January 2018.** The following amendments were AGREED and signed by the Chairman. Councillor Dimoglou requested that his vote against these amendments be recorded.

- Item 4 – The hedge at Cutthroat Lane was described as at the junction with Dereham Road.
- Item 7.1 – to add the following at the end (after Paul Claussen) “It was AGREED that the Neighbourhood Plan Working Group would represent the Parish Council at its meeting with Breckland Council on this application and would report back”.
- Item 7.6 – Delete the words “applauded the work of Mr Hay” and replace the following “him” with “Mr Hay”.

- Item 9 – Delete the words “very thorough” and add “In the following discussion Cllrs Martin and Lowings challenged and rejected the points made by Cllr Dimoglou”.
- Item 10.1 – It was noted that the invoice to EOE for printing costs was £46.00 and not £48.00.

**6) To report on matters arising from the minutes not covered by the agenda.**

It was noted that the items reported to Highways following the last meeting were still outstanding and the Clerk was chasing them.

It was noted that a reply had not been received from Mazars LLP regarding the invoice for the Public Interest Report. This is to be chased. In the meantime, it was agreed to pay the £100.00 plus VAT for the audit of 2016/2017 accounts.

The Clerk reported that she had received further correspondence from Garvestone Parish Council with regard to repairs to the SAM2. It was agreed to pay £212.50 to Garvestone as 50% of the repair costs.

**7) To discuss planning matters.**

**7.1 To receive new planning applications and comment.**

**3PL/2018/0021/D**-residential development-42 dwellings and **3PL/2018/0024/VAR**- Variation of conditions on planning permission 3PL/2014/0820/O-condition 16 -vary wording to combine conditions 13, 16, and 21. Condition 13 and 21-remove. Condition 12-vary wording - Development site, Land off Elm Close, Yaxham.

*It was AGREED to write a letter stating Yaxham Parish Council's objections.* For a full copy of the objections please contact the Clerk. Cllr Dimoglou requested that his vote against this decision be recorded.

**3PL/2018/0077/VAR**-Variation of conditions 5, 6, 11, 12, 13 & 24 on planning permission 3PL/2017/1162/F-to allow for a revision to the pre-commencement conditions – Yaxham Waters, Dereham Road, Yaxham.

*It was AGREED to write a letter stating Yaxham Parish Council's objections.* For a full copy of the objections please contact the Clerk. Cllr Dimoglou had left the meeting for discussion of this item.

**7.2 To receive additional information on planning application and comment.** There were none.

**7.3 To receive results of applications.** There were none.

**7.4 To consider response, if any, to the examination of Breckland Council Local Plan 2011-2036.** It was AGREED that both the Parish Council and NP4Yaxham would make representations at the examination. The Clerk to inform Breckland of this.

**7.5 To receive notification of appeal for Planning Application 3PL/2016/1499/O – Land north of Norwich Road.** It was AGREED that the Clerk would write to the Planning Inspectorate requesting that this appeal be held in public rather than with written representations.

**7.6 To receive latest report from the Neighbourhood Plan.** The Chairman of NP4Yaxham stated that now the plan has been made the working group continues to review and do its best to ensure that the policies in the plan are used to look at planning applications within Yaxham.

**Councillor Dimoglou left the meeting at this point of the proceedings.**

**7.7 To receive an update on Yaxham Waters.** The Clerk stated that she had invited Mr Hay to a future Council meeting and was awaiting a response.

**8) To receive an update from Standards in respect of the Parish Council's complaint against Cllr Dimoglou.** The Clerk read out a letter received from the Executive Director of Strategy & Governance and Monitoring Officer at Breckland. It was AGREED that a reply be sent stating the Council's dissatisfaction to the letter and the whole procedure of the complaint.

## 9) Finance

### 9.1 The following payments were APPROVED:

Payee	Detail	Gross	VAT	Net
Mrs M Eversfield	Clerk's Feb 2018 wages & expenses	<b>£370.84</b>	£0.00	£370.84
Garvestone Parish Council	SAM2 50% repair costs	<b>£212.50</b>	£0.00	£212.50
Mazars LLP	External Audit Fee for 2016/17	<b>£100.00</b>	£20.00	£120.00
	<b>Total</b>	<b>£683.34</b>	£20.00	£703.34

The Clerk distributed accounting information relating to receipts, payments, bank reconciliation and comparison of income and expenditure with the budget for 2017/2018 to 10<sup>th</sup> February 2018. This information was noted. It was also noted that the over payment in website fees of £110.66 had still not been received. The Clerk to chase this. The Clerk reported that the VAT Return to 31<sup>st</sup> December had been submitted.

**9.2 To consider extending the appointment of Mark Thompson from Small Fish as planning consultant to advise the Council and NP4Yaxham Working Group as required on an initial budget of £500-£1,000 to be funded by the planning advice budget.** AGREED.

**9.3 To consider and approve any councillor/clerk training that may be required.** Please let the Clerk know.

## 10) Policies and Procedures

**10.1 To consider report from the Clerk regarding General Data Protection Regulations.** It was AGREED that the Clerk produces a programme detailing the requirements and brings back to the next meeting of the Parish Council.

**10.2 To confirm that Yaxham Parish Council's Code of Conduct has been reviewed with no amendments.** AGREED.

**11) Correspondence.** The Clerk has previously circulated, via email, the latest news from Norfolk ALC, Breckland Council, Highways England, George Freeman MP, Norfolk County Council and Community Action Norfolk. It was AGREED to write to George Freeman MP thanking him for his support and Statement in Westminster with regard to Neighbourhood Plans.

**12) To consider parishioners proposals for additional dog waste bins to be considered at the following locations: -**

- **Cutthroat Lane/Paper St. Junction**
- **Cutthroat Lane/Spring Lane Junction**
- **Pinns Lane/Stone Road**
- **'Top' of Well Hill**
- **Stone Road near Gagman's Lane entrance**

AGREED that the Clerk seeks costings and approval from Breckland Council and brings back to the next meeting of the Parish Council.

- 13) To consider replacement dog waste bin at entrance to Recreation Field from Church Lane, Yaxham.** AGREED that the Clerk seeks costings and brings back to the next meeting of the Parish Council.
- 14) To consider ideas for the village to mark the WW1 100<sup>th</sup> Anniversary (11<sup>th</sup> November 2018).** AGREED that the Chairman and Vice-Chairman work together and liaise with community groups to come up with a list of ideas and costs for consideration.
- 15) To consider re-establishing the Community Speedwatch Scheme.** AGREED that the Clerk makes contact with Breckland Council and the enabling officer to establish further details.
- 16) To note any matters needing attention relating to Highways.** There were none.
- 17) To note items for the next meeting agenda and to note the date of next meeting as Thursday 22<sup>nd</sup> March 2018 at 7.30pm.**  
The date was noted and was agreed that the following policies would be reviewed at the next meeting: - Standing Orders, Anti-Fraud, Asset Register, GDPR Programme and Financial Risk Assessment.

There being no other business the Chairman thanked all for attending and closed the meeting at 9.10pm.

Chairman 22<sup>nd</sup> March 2018