



## YAXHAM PARISH COUNCIL

To all Councillors

**You are hereby summoned to a Meeting of the Council to be held on Thursday 18<sup>th</sup> July 2019 at 7.00pm in the David Myhill Room at the Yaxham Village Hall. Please notify the Clerk in good time if, and the reason why, you are unable to attend.**

Vicky Turner

Clerk to the Council Tel: 01362 821037 Email: [yaxhamparishclerk@gmail.com](mailto:yaxhamparishclerk@gmail.com)

11<sup>th</sup> July 2019

***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. The law does not permit members of the public and press to take part in the debates.***

### AGENDA - Supplementary

- 1. Chairman's Opening Remarks**
- 2. Apologies**  
To receive and approve 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 ([www.yaxham.com](http://www.yaxham.com)) and passed to the Chairman before the start of the meeting.*
- 4. Public Session**  
To receive comments from members of the public
- 5. Reports from County Councillor and District Councillors.**  
To receive oral or written reports from Yaxham's County and Breckland representatives
- 6. Minutes of Previous Meetings**
  - 6.1 To approve the minutes of the Annual Meeting of the Parish Council held on 20th June 2019
  - 6.2 To receive the Clerk's Report on matters since the last meeting
  - 6.3 To consider matters arising from the minutes of previous meetings not considered elsewhere on the agenda.
- 7. Planning Matters**
  - 7.1 To receive and consider the following new planning applications:  
**3PL/2019/0736/HOM** - Erection of a single-storey rear extension, erection of a triple garage at Mukinge, Well Hill, Yaxham.
  - 7.2 To receive and consider any additional information on current planning applications:  
**3PL/2019/0634/F** Elm Close. Installation of surface water drainage retention basin.  
**3PL/2018/0021/D Development Site**, Land Off Elm Close Yaxham NR19 1RW 42 dwellings  
**3PL/2010/1361/F** Erection of 255 dwellings Land, Dumpling Green, Hopkins Homes  
**3PL/2018/0077/VAR** Yaxham Waters, Dereham Road Yaxham NR19 1RF  
**3PL/2018/0312/F** The Old Post Office, Norwich Road Yaxham NR19 1AB
  - 7.3 To receive and consider results of planning applications.

- 7.4 To consider other planning applications yet to be decided.  
7.5 To receive and consider the latest report on the Neighbourhood Plan and the Local Plan

## 8. Yaxham Parish Council Plan

- 8.1 To consider the Report of the Parish Council Plan Working Group.

## 9. Finance

- 9.1 To consider and approve the following payments

	To Pay	Detail <i>*To be confirmed</i>	£ Total	VAT	Ex VAT
i.	Clerk	July Salary and Expenses*	£350.00	£0.00	£350.00
ii.	Harlequin	July meetings' printing*	£18.00	£3.00	£15.00
iii.	Harlequin	Newsletter Printing Costs	£89.00	£0.00	£89.00
iv.	CPRE	Annual Membership	£36.00	£0.00	£36.00
v.	NALC	Whole Council Training	£468.00	£78.00	£390.00
vi.	Gary Lake	Grounds Maintenance 1/2 invoices*	£578.50	£0.00	£578.50
vii.	Shelter Store	Bus-shelters x 2*	£6,480.00	£1,080.00	£5,400.00
viii.	Westcotec	SAM2 Sign*	£3,768.00	£628.00	£3,140.00

- 9.2 To note any receipts since the last meeting.  
9.3 To receive the Quarterly Bank Reconciliation, the Income/Expenditure against Budget Report, and the Report of the Finance Monitoring Officer  
9.4 Banking Arrangements – To consider opening a Savings Account, and adopting on-line access for monitoring bank accounts and inter-account transfers  
9.5 To consider the sale of the Shared SAM2 sign to Garvestone Parish Council  
9.6 To consider the purchase of a replacement dog waste bin for the one at the entrance to the Village Hall Car Park from Glasdon UK for £86.52+VAT = £103.82.  
9.7 To consider and approve any councillor/clerk training and external conferences of relevance to the Council.

## 10. Highways

- 10.1 To note any highways matters needing attention

### 11.0 To consider a system of recording flooding issues in the Parish.

### 12.0 Reports from Councillors

- 12.1 To receive reports from Councillors on their areas of responsibility.

### 13.0 Outstanding Council Appointments

- 13.1 Fuel Allotment Charity Appointment x 1  
13.2 Town Lands Appointment x 3

### 14.0 S137 Donation

- 14.1 To consider a donation of £250 to the Yaxham Macmillan Group.

### 15.0 Correspondence (previously circulated via email)

- 1 Breckland Council Agendas and Minutes  
2 NALC Newsletters  
3 Police Newsletters

### 16.0 Urgent Business

- 16.1 To consider any issues raised by Councillors that the Chairman considers to be urgent

### 17.0 To note items for the next meeting agenda

### 18.0 Date of the next Parish Council Meeting

To note the next meeting of the Parish Charity at 7.00pm on Thursday 26<sup>th</sup> September 2019 and the next meeting of the Parish Council at 7.30pm, both in the David Myhill Room, Yaxham Village Hall.