



## **YAXHAM PARISH COUNCIL**

### **MINUTES OF THE ANNUAL MEETING OF YAXHAM PARISH COUNCIL HELD ON WEDNESDAY 28th JUNE 2023 AT 7.30PM IN THE DAVID MYHILL ROOM AT YAXHAM VILLAGE HALL**

**Present:** Cllrs Maggie Oechsle (MO) (Chairman), Bob Gust (BG), Gary Davison (GD), Graham Howe (GH) and Paul Bone (PB)

**In attendance:** Clerk and 6 members of the public

#### **1. Chairman's Opening Remarks**

The Chairman welcomed everybody and introduced the members of the Parish Council and informed the Council and public that the meeting was being recorded.

#### **2. Apologies for Absence**

Apologies were received and accepted from Cllrs B Conway, C Couves and County Cllr Ed Connolly.

#### **3. Declarations of interest**

None.

#### **4. Public Session**

Peter Lowings thanked the Parish Council for honouring him with the Freedom of the Parish.

He wanted to let the Councillors know that if they felt anything had been missed during a meeting, they could pass a memo to the Clerk so that it could be included.

He raised the issue of the new meeting day and felt it should have been discussed with the District Councillors to see if it conflicted with any other meetings in the Mattishall Ward. The Chair responded that the Clerk and herself had prior to the meeting checked to see when the other Parishes in the Ward meet, so that they did not conflict. The change of meeting date was to accommodate Councillors who were working and had found it difficult to attend Thursday meetings.

Regarding item 7.1 **3PL/2022/0590/F** he noted that access to the site would be a problem, that the Railway Tavern is classed as residential and there was concern that deliveries would invade the privacy of the flat at the Tavern.

He also wanted the Councillors to be aware when discussing item 11, that in the EDP recently it was suggested that Norfolk County Council now feel that allowing car parking immediately outside of schools will slow traffic down although NCC Highways had very recently extended the Zig Zag lines outside the school to discourage parking on the bend.

#### **5. Reports from County and District Councillors if present**

Not present.

## 6. Minutes of Previous Meeting

### 6.1. To approve the minutes of the Meeting of the Parish Council held on 23.5.2023.

The minutes were approved without amendment. Proposed by GH, seconded by GD and all agreed.

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

The Clerk reported that the Parish Council and Charity bank accounts have been updated for the new councillors and previous councillors have been removed.

The Charity Commission website has been updated with the new Parish Council details.

The Clerk reported that the Annual Governance and Accountability return (AGAR) has been sent to the external auditors PKF Littlejohn.

The Clerk had reported the issue with road markings and Highways have responded saying they have "investigated the issue and programmed works to repaint the junction markings and triangles at Cutthroat Lane and Station Road. We are working on completing this as soon as reasonably possible."

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

None.

## 7. Planning

### 7.1. To receive and consider any new planning applications.

**3PL/2022/1267/F** - Agricultural barn for general agricultural use (retrospective permission) Chapel Farm, Dereham Road, Whinburgh (it should be noted that the property directly adjoins Yaxham's southern parish boundary)

**All agreed** for the following response to be made to Breckland:

The "barn" building of 639sq m in the centre of the community of Whinburgh is not of a scale in keeping with the design of the surrounding settlement and therefore contrary to Local Plan policy HOU 05 (2). Councillors noted the concerns of Whinburgh residents and Parish Council as to the exact purpose of the steel framed building which appears too big for the stated purpose in a holding now of approximately 3 acres and accessed through a residential area. The "build first, ask permission later" approach of the applicant is deplored and for this reason alone, the application should be refused and enforcement action taken.

However, if planning officers are not so inclined then there should be a condition placed on any belated permission that the building is solely for the use of animal husbandry associated with Chapel Farm and for no commercial use whatsoever.

**3PL/2022/0590/F** - Demolition of existing building and erection of a new discount food store (Use Class E) with access, car parking, landscaping, and other associated works. 15 Yaxham Road.

The Councillors share the same concerns that were raised during their last response to this application with regards to traffic and there does not seem to be any significant change to the junction than what is already there which is inadequate to serve the volume of traffic. The Chair read out the previous response submitted by the Parish Council. **All agreed** the previous response clearly stated the Council's position and no further comments were required.

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

None

**7.3.** To note any planning decisions.

**3PL/2023/0039/F** - The erection of an Agricultural Storage Building & Workshop (Full)  
Gadwall Farm Spring Lane - **Permission**

**TPO** on land adjacent to St Peters Close

**7.3.** Other planning issues.

None

**7.4.** To receive an update from Yaxham's neighbourhood plan review

The Chair reported that they still waiting for confirmation from Breckland as to whether they will receive a grant of £5,000. The Locality website is still showing no government grant funding yet for the current financial year. An analysis of the responses to the questionnaire has been completed and PB confirmed this will be added to the upcoming newsletter. PB said they had identified four key areas (green spaces and biodiversity / design guide / drainage and flooding / cycle path) and they have split the working group up into sub committees each dealing with a specific area.

GH said at a recent meeting, Breckland had steered them in the direction of a couple of recent neighbourhood plans and what they considered looked good in the plans. The sub committees would be looking at these to see if there is anything there that they could utilise to improve Yaxham's neighbourhood plan as they have no money currently for consultants.

The next meeting is on 15<sup>th</sup> August 2023.

**7.5.** The Parish Council to consider a response to Breckland's ongoing assessment of the new sites put forward for development in the village

It was resolved the Parish Council would put in a general response to Breckland.

**8. PC and WG Newsletter**

It was resolved to have an A5 leaflet produced ready to be distributed in August. The front page will be for the new Parish Council and to include details of the Councillors names and email addresses, the middle section is to be for the Neighbourhood plan and the back for the YVAA.

## **9. Play Area Report**

BG reported he had checked the Play Area and everything was in order except one of the bearings for the swing was still stiff. BG said he will look into repairing it.

## **10. Defibrillator**

GD informed the Council that he had contacted a charity called Heart to Heart who had informed him that by the end of the year schools without a defibrillator are to be provided one by the Government. He had contacted Cllr B Conway who confirmed Yaxham School are due for one and asked can it be located outside so that it can be accessible to all. This is still to be confirmed.

GD reported that he had checked over the village hall defibrillator and it was all functioning well. It was resolved to update the current defibrillator sign and reposition it to make it more visible to the wider community.

## **11. School signs/banners regarding parking for the barrier**

BG informed the Councillors that the school would like to have new signs placed outside the school to deter dangerous parking and would like the Parish Council to consider paying for them. This is to be added to the next agenda when more information will be provided.

## **12. Highways and Footpath issues**

BG reported a footpath sign between the school and Cutthroat Lane is broken. The Clerk to report.

BG had again reported the drain at the top of Spring Lane as it could be dangerous for cyclists and is awaiting a response. The Clerk to report.

The Clerk to send an email to the school regarding the hedge which is encroaching onto the footpath.

The Clerk to contact Highways to confirm who is responsible for Low Lane opposite Pinns Corner.

GH reported he had attended the Norwich Western Link and A47 North Tuddenham to Easton Local Liaison Group Meeting and a summary had been circulated prior to the meeting.

Due to concerns over the potential increase in traffic diverting through local villages, it was asked that while the works were in progress could Norfolk County Council or Highways impose speed restrictions on country roads? The response to this was road speeds and classifications were regulated at national level and therefore local changes could not be implemented.

Due to this GH asked if Speedwatch could be restarted and he would be happy to be the main point of contact and bring a team together. The councillors felt this was a good idea and it will be added to the newsletter.

### 13. Finance

#### 13.1. To agree the following items for payment (June) \* - already paid

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
BHIB	Annual insurance renewal *	608.87	-	608.87
NTPS	New Councillor training	44.00	-	44.00
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R Wade	Clerk expenses for June	118.13	14.93	103.20
R Wade	Clerk wages for June	420.00	-	420.00

Proposed by GD, seconded by PB and all agreed.

#### 13.2 To note any receipts

None

#### 13.3. Bank position

This had been circulated prior to the meeting.

### 14. Yaxham Parish Policy update

The updated Code of Conduct had been circulated prior to the meeting. The Clerk explained the amendments that had been made. **All agreed** to adopt the Code of Conduct. To be reviewed every three years.

### 15. Correspondence received since last meeting

Norfolk PTS, NALC, CPRE, Road Safety Team - Speed enforcement, Neighbourhood Policing Sergeant, Vattenhall, Breckland signs for Town/Parish Councils and resident correspondence regarding a pot hole on Station Road.

### 16. Urgent Business

Yaxham Primary School has been 'academized' in Diocese of Norwich Education & Academies Trust

The Chair informed the meeting that the Woodland Group meets on the first Saturday of each month for a mardle and some pruning between 10 - 12. Parishioners with secateurs and/or coffee flask are very welcome to join in.

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

26<sup>th</sup> July, 27<sup>th</sup> September, and 25<sup>th</sup> October

The Chair closed the meeting at 9.10pm