



YAXHAM PARISH COUNCIL

To all Councillors

You are hereby summoned to the meeting of Yaxham Parish Council on Wednesday 27th September 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

20th September 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.

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 if present

6. Minutes of Previous Meeting

6.1. To approve the minutes of the Meeting of the Parish Council held on 26.7.2023.

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. Planning

7.1. To receive and consider any new planning applications.

3PN/2023/0020/UC - Prior approval application for a proposed: Change of Use of Agricultural buildings to one dwelling (Use Class C3), and for building operations reasonably necessary for the conversion The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class Q - Spring Lane Farm Cutthroat Lane

3PN/2023/0026/HR - Regulation 77 application for Prior approval for proposed of agricultural barn to 1no. dwelling (Use Class C3) and for building operations reasonably necessary for the

conversion The Town and Country Planning General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class Q (3PN/2023/0020/UC) - Spring Lane Farm Cutthroat Lane

3OB/2023/0039/VOB - Variation of planning obligation on pp 3PL/2018/0021/D -affordable housing percentage within this planning permission currently at 40%, be lowered to the current policy requirement of 25%. - Land Off Elm Close

3PL/2023/0917/HOU - Single-storey extension to annex and first-floor rear balcony to existing annex - 8 Fieldings Drive

7.2. To note any planning decisions

7.2. Other planning issues

Yaxham Waters

7.4. To consider a response to Breckland's Validation list

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

7.6. To receive an update on Breckland's Local Plan Pre-Consultation session

8. Play Area Report

To consider the weekly inspection reports and agree any actions arising

9. Grounds Maintenance

To consider extra cuts on the Recreation Field and Footpaths

10. Defibrillator

To receive an update

11. Highways and Footpath issues

11.1 To receive an update on FP1 Cutthroat Lane to Mouses Bridge

11.2 To receive an update on the possible extension of the school zig-zag lines towards the Old Post Office

11.3 To note the Tollers Lane Notice of Decision to add a restricted byway to the definitive map

11.4 To note any footpath or highway issues needing attention

12. Finance

12.1. To agree the following items for payment (August and September) * - already paid

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
Matt Garner Services	Grounds Maintenance June & July	120.00	-	120.00
Matt Garner Services	2 Cuts of the Playing Field	60.00	-	60.00
Unity Trust	Bank Interest	18.00	-	18.00
123 Reg	Website domain	20.39	3.40	16.99
R Wade	Clerk expenses for August	41.18	4.26	36.92

R Wade	Clerk expenses for September	45.54	4.46	41.08
R Wade	Clerk wages for September	414.00	-	414.00

12.2 To note any receipts

Detail	£ Total
Whinburgh & Westfield PC	222.72
SDA	378.66

12.3 To review PKF Littlejohn (External Auditors) report

12.4 To consider purchasing a wreath for Remembrance Sunday

12.5 To consider the Clerk attending NPTS Autumn Seminar

12.6 To receive and consider the Financial Monitoring Officers report

12.7 Bank Position

13. To review the following policy

Community Engagement Strategy

14. Correspondence received since last meeting

15. Urgent Business

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

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

25th October and 22nd November