



## YAXHAM PARISH COUNCIL

To all Councillors

**You are hereby summoned to the meeting of Yaxham Parish Council on Wednesday 22<sup>nd</sup> November 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> November 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 if present

### 6. Minutes of Previous Meeting

6.1. To approve the minutes of the Meeting of the Parish Council held on 25.10.2023.

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.

**3OB/2023/0048/DOB** - Application to discharge Paragraphs 1.1 and 1.5 of Schedule 3 Part 1 (Open Space) of the S.106 dated 27.03.2018 and varied by the Deed of Variation 06.09.2022 for the planning permission 3PL/2021/0642/VAR - the Discharge of the Open Space Scheme and confirmation of the payment of the Off-Site Open Space Contribution - Land North of Norwich Road

7.2. Other planning issues

### 7.3. To note any planning decisions

**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, NR19 1SA - **Refused**

**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 - **Prior Approval Refusal**

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

### 7.4. To receive an update from Yaxham's Neighbourhood Plan review

### 7.5. To discuss the Land North of Homefields Dereham Road

## 8. Play Area Report

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

**8.2.** To consider the Annual Play Inspection Report

## 9. Defibrillator

To receive an update

## 10. To consider School Signs regarding parking

## 11. Highways and Footpath issues

**11.1. To note** - Section 53 of the Wildlife and Countryside Act, 1981

Norfolk County Council (Whinburgh, Yaxham and Garvestone) Modification Order 2023. The effect of this Order, if confirmed, will be to add Toller's Lane as a restricted byway.

**11.2.** To note any footpath or highway issues needing attention

## 12. To receive an update on Norwich Western Link and A47 North Tuddenham to Easton

## 13. Finance

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

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
David Bracey	Play area inspection	120.00	24.00	144.00
Harlequin	Newsletters and survey sheet	178.76	-	178.76
Breckland Council	Uncontested election fee	75.00	-	75.00
CPRE	Annual subscription	36.00	-	36.00
Defib Store	Defibrillator Cabinet	610.80	101.80	509.00
R Wade	Clerk expenses for November	27.60	1.66	25.94
R Wade	Clerk wages for November	516.00	-	516.00

**13.2** To note any receipts

Detail	£ Total
None	

**13.3** To consider and agree the draft budget 2024/25

**13.4** Bank Position

**13.5** Paper Street Rent

**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**

24<sup>th</sup> January 2024 and 21<sup>st</sup> February 2024

**17. To consider the passing of a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972 that the public and press be excluded from the rest of this meeting the grounds that it could involve the likely disclosure of private and confidential information.**

**18. Clerk annual review**

To receive and consider the recommendations of the staffing committee.