



## **YAXHAM PARISH COUNCIL**

### **MINUTES OF THE MEETING OF YAXHAM PARISH COUNCIL HELD ON WEDNESDAY 25<sup>TH</sup> OCTOBER 2023 AT 7.30PM IN THE DAVID MYHILL ROOM AT YAXHAM VILLAGE HALL**

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

**In attendance:** Clerk, DC P Plummer, and 5 members of the public

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

The Chair welcomed everyone and thanked the members of the council and the Neighbourhood Plan working group for their efforts in delivering the newsletter which had just been published. She also informed them the meeting was being recorded.

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

Apologies were received and accepted from Cllr C Couves.

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

There were none.

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

A resident was concerned about the flooding at St Peters Close due to the recent storm. The Chair reported she had been and looked and it was a drain blocked outside number 34 causing flooding. The Chair has reported it to Anglian Water and the LLFA. There has also been a problem with the Norwich Road pumping station which has been reported and the Paper Street pumping station has also been flooded.

A members of the public said Engineers had worked through the night on Saturday at the pumping station to fix the problems.

A resident reported there had been some fly tipping at Pinn's Corner. He was informed it had already been cleared. It was noted this seems to be a persistent problem at this location.

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

The Chair informed the meeting that following the last meeting DC Paul Clausen was successful in getting the Elm Close planning application called in and she thanked DC Paul Plummer who has kindly agreed to speak on behalf of the village at the next planning meeting.

It was confirmed that Gary Osborn would be speaking on behalf of NP4Yaxham and the Chair would be speaking on behalf of the Parish Council. Ian Martin would also be speaking.

## 6. Minutes of Previous Meeting

**6.1.** To approve the minutes of the Meeting of the Parish Council held on 27.9.2023.

The Chair proposed that these be agreed as a true and accurate record of the meeting without the need for amendment. **All agreed.**

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

The Clerk reported the Annual Charity Return had been submitted.

The Clerk had been in contact with community action Norfolk regarding Yaxham Cares and will give an update later in the meeting.

The Clerk has ordered the Wreath for Remembrance Sunday.

The Clerk received an update regarding the broken fingerpost on FP2 – they have resolved the problem.

Posters for Breckland Local Plan drop-in sessions have been placed on the notice boards.

The Local Validation List consultation has been submitted to Breckland.

**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.

None

**7.2.** Other planning issues

**30B/20923/0039/VOB** Elm Close planning application to vary the 40% affordable housing requirement to 25% has been called in to be considered by the Breckland Planning Committee meeting scheduled for 31st October. As discussed in item 5.

**7.3.** To note any planning decisions

None

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

The Chairman of the Neighbourhood Plan committee Gary Osborn reported as progress has been made with the application for locality funding they had been able to recruit a consultant to help complete the five-year review. Shaun Vincent of Abzag Limited was selected.

It is felt that the plan already in place is very robust but needs updating in line with current legislation.

At a previous Parish Council meeting a grant of £1,000 was given by the Parish Council. He asked if this could be increased to £1,200 as they need to pay the consultant before the locality monies are received. It was felt an extra £200 was acceptable. BC proposed, GH seconded and all agreed.

DC Paul Plummer informed the council that on 6<sup>th</sup> November at Mattishall Parish Council's meeting they will be discussing the pre submission of their consultation for their Neighbourhood plan and that anyone could go as a member of the public and listen.

## 8. Play Area Report

BG reported that the play area seats for the toddler swings had been replaced and they looked more robust than the previous ones that had started to crack.

The rest of the play area is in good condition.

## 9. Meeting Room Hire

The Chair explained that the Parish Council had paid for some tree surgery for the YVAA in 2018 and it was agreed the meeting room would be used by the Parish Council for no charge for five years.

The Chair had received an email explaining the Parish Council would now be charge for the room hire as it was the end of the five years. The Chair had queried this as due to Covid the Parish Council had not used the meeting rooms as all meetings for 16 months were held on Zoom. The Chair had suggested that another year should be free. This has been agreed.

It was noted that the Neighbourhood Plan group will be paying when using the room once the grant money has been received.

## 10. Yaxham Community Car Scheme

The Community car scheme was discussed in the Charity meeting prior to the Parish Council meeting.

## 11. Yaxham Cares

The Clerk explained that Yaxham Cares has now been closed as it was no longer being used. It was explained it was a community assistance scheme during Covid and the Parish Council had received a grant of £1,000 to help run it. £487.75 of the grant had been spent in 2020 and 2021 leaving £512.25 unspent.

The Clerk had spoken to Community Action Norfolk (CAN) who said the money should be used for the community. It was suggested that the unspent money could be put towards the casing for the defibrillator. GD proposed, PB seconded and **all agreed**.

## 12. Defibrillator

BC reported he had spoken to the school and they had received the defibrillator and he had been asked to confirm with the Council who is paying for what exactly.

GD has been to the school and seen the defibrillator. GD proposed that the Parish Council be responsible for replacing the pads and the school be responsible for the battery. The Parish Council also would pay for the electrician to install the supply to the defibrillator. **All agreed**

The location of the defibrillator was suggested to be on the right near the kitchen. GD also confirmed he would be responsible for the servicing of the defibrillator and would be registering it on The Circuit.

GD to contact electricians to obtain three quotes.

### 13. Highways and Footpath issues

BG reported the manhole cover on Spring Lane has been sectioned off.

BG reported that the owner of the field that the footpath between the school and Cutthroat Lane runs through has asked if the footpath could be moved to its original position. BG will recommend this to the company that cuts it.

BG also reported that due to it being good weather for grass growing another cut is required at Pinn's Corner and the footpath. It was **agreed** this needed to be done.

Also, the hedge at the school is growing through the chain-link fence and infringing onto the footpath. BC to speak to the school again.

PB reported a resident had said that the footpath at Mouses Lane had only half been cut. It has been sprayed.

A resident had complained about the Old Post land becoming very overgrown. The Clerk to write a letter to the owners asking for it to be tidied.

### 14. Finance

**14.1.** To agree the following items for payment (October) \* - already paid

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
NPTS	Autumn seminar	54.00	-	54.00
Matt G Services	1 Cut of Playground	30.00	-	30.00
R Wade	Remembrance wreath & Donation (\$137 donation)	50.00	-	50.00
R Wade	Clerk expenses for October	36.53	1.66	34.87
R Wade	Clerk wages for October	480.00	-	480.00

The Clerk raised two further payments that had come in since the agenda had been published. Wicksteed for £240 for the two new playground seats and the Parish Online for £20.25 if paid by the 20<sup>th</sup> November 2023.

The Clerk to send round the password to all Parish Councillors.

**All agreed.**

#### 14.2 To note any receipts

Detail	£ Total
Breckland Council precept	6,000.00
Yaxham Parish Charity – Clerking charge	312.00

#### 14.3 Clerk to report on attending NPTS Autumn Seminar

The Clerk reported it had been very informative and reported that the .gov.uk email addresses will be expected in the next couple of years. The Clerk stated the cost would be in the region of £240 for the domain and 20 email addresses. **All agreed** and the Clerk to add to the budget for the forthcoming year.

The requirement to have a dedicated Parish Council website could follow this at some point.

#### 14.4 To receive and consider the Financial Monitoring Officers report

Cllr P Bone in his role as Financial Monitoring Officer confirmed he was happy following his review.

#### 14.5 Bank Position

This was circulated prior to the meeting and was noted.

### 15. To consider polling district/place consultation

The Chair confirmed this would have no effect on the village as the village hall will continue to be used as a polling station.

### 16. Correspondence received since last meeting

Norwich Western Link – updates, Healthwatch Norfolk, Empowering Communities Newsletters, Norfolk County Council Budget Consultation, Police Budget Consultation, email from a resident regarding overgrown building plot, Community Action Norfolk, and Norfolk PTS.

### 17. Urgent Business

The Chair suggested a social evening before Christmas in the Community Room on Friday 8<sup>th</sup> December 2023 from 7pm to 10pm. All groups in the village to be invited. It was **agreed** this was a very good idea.

BC reported there will be a school open day on 31<sup>st</sup> October for new pupils from 9.30am to 1.45pm. Also, the school is looking for two new parent governors.

BG confirmed there was a notice in the notice board for the school open day and BC suggested a notice should be included for the social evening.

BG reported more volunteers were required for the YVAA.

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

22<sup>nd</sup> November 2023, 24<sup>th</sup> January 2024, and 21<sup>st</sup> February 2024.

The Chair closed the meeting at 8.46pm