



## YAXHAM PARISH COUNCIL

To all Councillors

**You are hereby summoned to the meeting of Yaxham Parish Council on Wednesday 24<sup>th</sup> April 2024 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

18<sup>th</sup> April 2024

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 27.3.2024

**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. To receive an update on flooding**

**8. Planning**

**8.1.** To receive and consider any new planning applications

**3PL/2024/0334/HOU** - Proposed Single Storey Extension to Rear, 3 Andrews Way  
Yaxham

**8.2.** To note any planning decisions.

**8.3.** Other planning issues.

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

## 9. Play Area Report

To consider the weekly inspection reports and agree any actions arising

## 10. To receive an update on Yaxham COE Primary Academy defibrillator

## 11. Highways and Footpath issues

To note any footpath or highway issues needing attention

## 12. To receive an update on the ground's maintenance and biodiversity

## 13. To receive an update on a new heating system for the David Myhill room

## 14. Finance

14.1. To agree the following items for payment April\* - already paid

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
G Davison	HDMI Cable*	15.25	2.54	12.71
G Davison	JVC Fire TV 65*	449.99	75.00	374.99
R Wade	Clerk expenses for April	38.25	3.50	34.75
R Wade	Clerk wages for April	490.00	-	490.00
Unity Bank	Bank Charges	18.00	-	18.00

14.2 To note any receipts

Detail	£ Total
Precept	6300.00
Bank Interest	137.50

14.3 Neighbourhood plan payments

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
Abzag Ltd	Neighbourhood Plan consultant	1384.56	230.76	1153.80

14.4 Neighbourhood plan receipts

Detail	£ Total
None	-

14.5 Bank Position

14.6 Reserves Policies update

14.7 To receive and consider the Financial Monitoring Officers report

14.8 To receive an update on assets valuation

15. To review and approve the following policies – Financial Regulations, Internal Audit Plan, and Document Retention

**16. Correspondence received since last meeting**

**17. Urgent Business**

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

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

22<sup>nd</sup> May 2024, 26<sup>th</sup> June 2024 and 24<sup>th</sup> July 2024