



YAXHAM PARISH COUNCIL

MINUTES OF THE MEETING OF YAXHAM PARISH COUNCIL HELD ON WEDNESDAY 26th JUNE 2024 AT 7.30PM IN THE DAVID MYHILL ROOM AT YAXHAM VILLAGE HALL

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

In attendance: Clerk and 4 members of the public

1. Chair's opening Remarks

The Chair welcomed everyone and informed them the meeting was being recorded.

2. Apologies for absence

Apologies were received and accepted for Cllr Ben Conway and Cllr Chris Couves. Gary Osborn, Chair of Yaxham's Neighbourhood Plan had sent his apologies.

3. Declarations of interest for items on the Agenda and Dispensations for Councillors with a Pecuniary Interest

None.

4. Public Session

A member of the public questioned why, when the YVAA is responsible for the recreation ground, and the Parish Council who does not own the land is not responsible for the recreation ground was the Parish Council concerning itself with biodiversity cuts, dog waste and litter left behind by the footballers. He conceded that an element of the precept is used to cut the grass on the field and felt that should be the limit of the Parish Council's involvement. He noted this was again on the agenda and felt none of it was the Parish Council's business. He also raised the issue of the Parish Council's public liability insurance asking if a child or MOP had an accident due to the long grass would the Parish Council be covered?

The member of public was also disappointed when attending the previous meeting that when another resident had mentioned his ongoing issues with a non-flowing ditch at St Peter's Close, the Chair had responded by saying there was nothing else the Parish Council could do at that stage.

The Chair responded that regarding the ditch there are certain things the Parish Council has no jurisdiction over. Contact has been made frequently over the years with Flagship asking them to clear the ditch and as she had said in the previous meeting, they had had no response from the LLFA regarding an extension of the length of the newly dug ditch to the east of St Peter's Close. Mark Ogden from LLFA has walked down and looked at the ditch and agreed that the water should go further down. The land surrounding it is owned by the Diocese and is subleased to someone else. Landpro own the access to the ditch and are difficult when allowing access to clear the ditch. Cllr BG proposed the Parish Council contact the Diocese and ask what they plan on doing about the ditch which is blocking other ditches from flowing and copy in Mark Ogden

from LFAA. He had previously said he would contact the Diocese. The Clerk to write to the Diocese.

Regarding the grass the Chair confirmed the member of public was correct the Parish Council does not need to cut the grass at all, but the Parish Council does this on behalf of the whole community. Also, as the Parish Council is required to have a Biodiversity policy it was felt this was a good location to let the grass and wildflowers grow to help with insects and pollination.

The Chair informed the member of the public that the Parish Council had received complaints from residents about the litter left behind after football matches and the dog fouling, and that although the Parish Council is not responsible, they are the overall point of contact for residents.

Cllr PB said the Parish Council is listening to residents and this is why it is on the agenda, as they want to try to help find a solution to problems that arise.

5. Reports from County and District Councillors

CC Ed Connolly's Parish report for May had circulated.

6. Minutes of Previous Meeting

6.1. To approve the minutes of the Meeting held on 22nd May 2024

The minutes of the meeting were approved without amendment and signed by the Chair as a correct record.

6.2. Clerk's report

The Clerk's new email address is clerk@yaxham-pc.gov.uk is now in use.

A new account has been set up for the Defibrillators.

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

The pothole on Station Road was reported again to Highways – who responded and said “This has already been marked and programmed for repair. We are still dealing with a vast backlog of pothole defects following the winter, and as such, it can be several weeks before marked defects are repaired.”

The potholes over the bridge on Dereham Road have been reported and Highways have said they are programmed for work and are awaiting repair.

The blocked gullies and drain on Norwich Road outside Beech Farm have been reported and Highways have responded with “The area around the gully has been programmed for repair, the gullies and offsets have been programmed for cleaning on a different ticket order. The faded sign next to the Bus Shelter on Norwich Road has been programmed to be replaced.”

The overgrown footpath between Cutthroat Lane and Mouses Bridge (FP1) had already been identified as part of their routine scheduled inspections and has been prioritised for repair.

The damaged/missing sign on Cutthroat Lane has been reported and Highways have confirmed action is required and it will be repaired.

The pothole in the middle of the Junction in Clint Green, Well Hill has been scheduled for repair.

6.3. Matters arising from the 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 To note any planning decisions

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

7.3 Other Planning issues

None.

7.4 Yaxham Neighbourhood Plan review – formal agreement by the Parish Council to proceed to the next stage after the Regulation 14 consultation

The Chair reported they had received 120 responses which were overwhelmingly in favour of the proposed changes. Breckland's response was favourable towards the proposed new green space but less positive about the affordable housing policy. The actual wording in the criteria for local people may need further review. The planning consultant was in the process of collating all the responses and putting it all together for his final report.

It would now be given to Breckland for their assessment of the SRA and HRA (Habitat regulations) and they would respond if necessary.

The Chair informed the Council that a formal agreement was required from Yaxham Parish Council to agree the review so far and to proceed to the next stage of the process, after the Regulation 14 Consultation. This was proposed by BG, seconded by GD and **all agreed** they were happy with the review so far and to continue to the next stage.

7.5 To consider a response to Breckland's Local plan Consultation

Cllr GH reported he and the Chair had attended a meeting held by Breckland Planning, asking for comments on the Local Plan, specifically taking away Villages with boundaries and replacing them with secondary Villages. Most of the attendees including CPRE supported keeping boundaries and did not support secondary Villages or the criteria for assessing planning applications. Cllr GH has asked for a copy of the minutes from the meeting to ensure their comments are reflected clearly.

The Chair informed the meeting that anyone can email localplan@breckland.gov.uk or go onto brecklandlocalplan.commonplace.is to share their views. The link can also be found on the Neighbourhood plan page of the Village website.

After a discussion the Chair proposed the Parish Council respond with an objection to losing Villages with boundaries in favour of Secondary Villages, asking why this is lost in the consultation process when the majority of responses received have voted to keep them. Also asking where the infrastructure to support the new developments particularly in Dereham and Swanton Morley is planned. **All agreed** for Cllr GH to draft a response for the Clerk to send.

8. Local Governance Boundary Consultation

The Parish Council **agreed** not to comment.

9. Play Area Report

Cllr BG reported he had checked the play equipment, and everything was in order.

10. Update from the YVAA on the Football Club and the litter left behind after football matches

Cllr BG reported that the YVAA had had a meeting with the Football Club, and they have confirmed they will be addressing the situation.

11. Village Events

11.1 A Christmas Tree for 2024

The Chair and Cllr GD had spoken to a local landowner who has some Christmas Trees. It was felt they are so close together they will be bare one side. It had been suggested that the Parish Council contact Sir John White at Salle Estate who sells Christmas Trees. It was **agreed** the Clerk would write a letter asking for a 15-20ft Christmas Tree.

It was noted a meter concrete tube would have to be installed to safely hold the Christmas Tree. Cllr GD to arrange the installation and collect the Christmas Tree.

11.2 Village Hall event in 2025

Cllr PB suggested a Yard sale in the Village on 29th September 2024, with maps being produced and sold at the Village Hall with all profits going to a local charity or organisation.

Cllr PB to produce a draft newsletter for discussion at the next meeting advertising the Yard Sale and Cllr BG to ask the YVAA if they are happy for the Village Hall to be used.

The Village event in May 2025 was discussed. It was **agreed** to add this to the newsletter asking for help in forming a committee with an aim of starting to plan the event in the Autumn.

12. Update on the Dog waste bin on Cutthroat Lane and “No Dog Fouling” signs

A response was still awaited from NCC regarding the Dog waste bin on Cutthroat Lane.

Cllr BG reported he had put a few “No Dog Fouling” signs in various positions on the field.

13. Highways and Footpath issues

It was reported that a hedge was protruding onto a footpath in Clint Green making it difficult for pedestrians to stay on the path. The Clerk to write a letter.

Cllr BG reported a missing 30mph sign on Cutthroat Lane. The Clerk to report.

14. Biodiversity policy and consider any necessary action required

After a discussion it was **agreed** to sow some wildflower seeds in an area of the playing field that would spread in coming years. Cllr BG to collect some seeds.

15. Finance

15.1. The following payments for June (* already paid) were noted and approved for payment. Proposed PB, seconded GH and all agreed.

| To Pay | Detail Invoices available for viewing | £ Total | VAT | Ex VAT |
|--------|---------------------------------------|---------|-----|--------|
|--------|---------------------------------------|---------|-----|--------|

| | | | | |
|------------------------|-----------------------------------|-----------|--------|--------|
| FT Grounds Maintenance | Grounds Maintenance | *410.10 | - | 410.10 |
| JGAS | 50% heating for David Myhill Room | *1,061.75 | 176.96 | 884.79 |
| Harlequin | Printing | *342.21 | 1.20 | 341.01 |
| R Wade | Clerk expenses for June | 27.59 | 2.16 | 25.43 |
| R Wade | Clerk wages for June | 483.00 | - | 483.00 |

15.2. The following receipts since the last meeting were noted

| Detail | £ Total |
|-------------------------------------|----------|
| Receipt from YVAA | 1,769.58 |
| Clerking Charge from Yaxham Charity | 364.00 |

15.3. The following Neighbourhood plan payments were noted and approved for payment.

Proposed PB, seconded GH and all agreed.

| To Pay | Detail Invoices available for viewing | £ Total | VAT | Ex VAT |
|-----------|---------------------------------------|----------|--------|----------|
| Abzag Ltd | Work undertaken in May | 1,363.68 | 227.28 | 1,136.40 |
| Abzag Ltd | Work undertaken in June | 1,234.56 | 205.76 | 1,028.80 |

15.4. Neighbourhood plan receipts

| Detail | £ Total |
|--------|---------|
| None | |

15.5. Bank Position and budget

This had been circulated and was **agreed**

15.6. Internal Financial Officers report

Cllr PB had inspected the accounts and was happy all was in order.

16. Correspondence received since last meeting

Emails from residents, Norfolk PTS, Breckland Planning Enforcement, Community Action Norfolk, Filigree Communications, CPRE, Norfolk Offshore Windfarm, Breckland – Inspiring Communities, NCC – Norwich Western Link project update and About Dereham.

17. Urgent Business

The possibility of a grant from the Norfolk Wind Farm for Solar Panels on the Village Hall was raised, Cllr PB to investigate this and report back at the next meeting.

Cllr GD had spoken to the gardener who looks after the Parish Council's planters, and he had requested 60m hose to make watering them easier. Cllr GD to purchase one.

18. Next three meeting dates of the Parish Council

24th July 2024, 18th September 2024 and 23rd October 2024

The Chair closed the meeting at 9.09pm