



YAXHAM PARISH COUNCIL

MINUTES OF THE MEETING OF YAXHAM PARISH COUNCIL ON WEDNESDAY 26th NOVEMBER 2025 AT 7.30PM IN THE DAVID MYHILL ROOM AT YAXHAM VILLAGE HALL

Present: Cllrs Ben Conway (Chair), Maggie Oechsle (MO), Paul Bone (PB), Gary Davison (GD), Chris Couves (CC) and Bob Gust (BG).

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

1. Chair's opening remarks

The Chair welcomed all present and thanked everyone for attending.

2. Apologies for absence

Apologies were received and accepted from Cllr Graham Howe.

3. Declarations of interest in items in the agenda and to consider any requests for dispensation

Cllr BG declared an interest in item 10.

4. Public Session

None.

5. Reports from County and District Councillors

DC Plummer requested to speak when item 7.3 is discussed. He also informed the Council of a meeting in the evening on 3rd December at the Football Club in Dereham to discuss the NR19 hotel.

6. Minutes of Previous Meeting

6.1. To approve the minutes of the Meeting of the Parish Council held on 22.10.2025. The minutes of the meeting were approved without amendment and signed by the Chair as a correct record. **All agreed**

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

- The Property Flood Resilience completed questionnaire was submitted to Norfolk County Council.
- Yaxham Parish Council agreed response to the Examiners report was submitted to Breckland.
- An email was sent to David Patey at MNR regarding the flooding and potholes on Station Road, asking has any progress been made arranging a meeting between Highways and Anglian Water – still awaiting a response.
- An email was sent to James Faulkner at Breckland regarding Breckland's Regulation 18 Local Plan consultation which has not fully incorporated updates from the Yaxham Checklist (Topic Paper Villages with Boundaries), as it still incorrectly states that Yaxham has a pub. I have requested confirmation that the latest Topic Paper is now fully reflected in Breckland's records. He responded "we will ensure this is reviewed and updated as required for the Regulation 19 Local Plan".

6.3. 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. To note any planning decisions

PL/2025/1440/PAAF - PAAF Application to determine if prior approval is required for a proposed: erection, extension or alteration of a building for agricultural or forestry use, Application to determine if prior approval is required for a proposed: Erection, Extension or Alteration of a Building for Agricultural or Forestry use. The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 6 - Proposed erection of an agricultural building. Land Off Cutthroat Lane, Yaxham - Prior Approval not required

7.3. Response to Breckland's Regulation 18 consultation of the Draft Local Plan

The proposed development sites in Yaxham were presented. Residents who had attended the recent public meeting held in Yaxham had voted unanimously against the new development. DC Plummer reported that Mattishall also objected to the proposals, as increased traffic from the new houses would primarily affect Mattishall. DC Plummer noted that although the application is for 50 new houses, the proposed density is not at its maximum, if planning permission is granted at the current density, the number of houses could potentially be doubled in the future. He advised the Council to be cautious of this possibility.

It was confirmed that this issue was not highlighted in Yaxham's RAG report, as the proposal falls below the density per hectare threshold. The RAG report, which had been circulated prior to the meeting, was discussed at length.

DC Plummer enquired about the Council's response to surface water issues, which had been addressed in Yaxham Parish Council's submission. MO provided DC Plummer with Yaxham's Village Checklist and requested that Breckland's records be updated, as Regulation 18 still contains incorrect information about Yaxham's amenities despite previous notifications.

It was unanimously agreed that the Parish Council response would be submitted by the Clerk, highlighting the additional concerns. This was proposed by GD and seconded by PB, and all **agreed**.

7.4. Yaxham's Neighbourhood Plan Working group – update

The Chair of the Neighbourhood Plan Working Group reported that the plan had passed examination following a few amendments. The group will now prepare the referendum version, which could not be completed until the final version had been received from Breckland. The referendum is expected to take place in the new year.

Frustation was expressed that Breckland Planning had had the final report since the end of October but had not forwarded it to the Working Group. DC Plummer said he would email the Head of Planning and the Portfolio Holder to query the delay.

8. Play Area Report

8.1 Weekly inspection reports

CC confirmed the play equipment was in good order. As usage decreases during winter, he will carry out inspections every two weeks instead of weekly. He also suggested that Wicksteed, who installed the equipment, be asked to come and service all the play equipment in the Spring to ensure all remains in order. This was unanimously **agreed**.

8.2 Annual Playground inspection report

CC confirmed that the annual playground inspection had taken place, but the report had not yet been received. The report will be circulated to councillors once available.

9. Events

9.1 Christmas Tree Light Switch-On Sunday 7th December 3pm -8pm - update.

CC reported that he and BG had installed the cables for the Christmas tree, and all electrical work is now complete. Robert Garner will assist with putting up the tree on Sunday morning, and delivery of the Christmas Tree is scheduled for 9am on Friday, 28th November. New lights and additional baubles have been purchased. GD has completed a risk assessment.

9.2 Litter Pick held on 25th October 2025 -update

The event was a success, with 15 volunteers covering all routes despite poor weather. Bags of rubbish were left at the village hall for collection by Breckland District Council. A provisional date for Saturday 6th June 2026 has been set for the next Litter Pick.

The Chair reported that bottles of nitrous oxide had recently been found on Cutthroat Lane. A resident also reported seeing them but was unsure how to dispose of them. The Clerk was asked to report this to the police, as concerns were raised about the risk of people driving after inhaling the substance.

9.3 Friends of Yaxham School in a village yard sale.

The Chair reported that the Friends of Yaxham Primary School had contacted him to ask if the Parish Council would join them in a village yard sale next May. After discussion, it was agreed to propose any Saturday in May, excluding bank holiday weekends. The Parish Council would be pleased to participate and will advertise the event in its newsletter. The Chair will inform the Friends.

10. A request from the Yaxham Football Club to the Parish Charity to help fund reconnecting the electricity supply to the changing rooms (following removal after the sale of the Church Rooms) at the Village Hall.

A request was received from Yaxham Football Club to the Parish Charity, this was added to the agenda at the request of BG, who wished to gauge whether councillors, as trustees of the charity, would be minded to consider the grant favourably. The next charity meeting is scheduled for January 2026. Councillors indicated informally that they would likely support the grant.

11. Highways and Footpath issues

11.1 Footpath or highway issues needing attention

It was noted that many potholes had been filled and several others marked for repair. However, issues remain near Beech Farm and Well Hill near Brakefield Green. PB will provide a What3Words location and photos of the Brakefield Green potholes so the Clerk can report these to Highways.

12. Finance

12.1 All agreed the following items for payment (* - already paid)

To Pay	Detail Invoices available for viewing	£ Total	VAT	Ex VAT
Unity Bank	Service Charge*	6.00	-	6.00
Craig Delph	October Cuts	639.68	-	639.68
Nathan Couse	Grass Cutting snd Strimming	85.00	-	85.00
Parish Online	Mapping Software*	45.00	7.50	37.50
R Wade	Clerk wages and expenses November	558.27	2.16	556.11

12.2. To note any receipts

Detail	£ Total
Charity Clerking Charge	£380.50
Charity Admin Charge	£69.33

12.3. Neighbourhood plan payments

To Pay	Invoices available for viewing	£ Total	VAT	Ex VAT
None		-	-	-

12.4. Neighbourhood plan receipts

Detail	£ Total
None	-

12.5. Bank Position and budget

This was circulated prior to the meeting and noted.

12.6. Draft budget 2026/27

The draft budget was presented and discussed. Councillors were happy with the increase for the grounds maintenance contractor and his work this season. The Clerk will confirm that the Council is happy to continue with the contractor.

13. Update on the noticeboard for Clint Green and consider whether a custodian should be appointed for the memorial sign

CC reported that the volunteer who restored the parish sign could not assist with the extension of the Clint Green noticeboard. The War Memorial custodian role was discussed, and emails from residents regarding the memorial were read by the Chair. After a discussion, it was **agreed** to leave the memorial in its current state, with MO to approach a local restorer about future care.

The maintenance of Ian Martin's bench in the churchyard was also discussed, GD agreed to take responsibility for it and will oil it in the spring.

14. Correspondence received since last meeting

Emails from residents regarding the War Memorial, CPRE – getting solar off the Land, Parish Precept, Norfolk PTS, Breckland Local Plan: Regulation 18 Consultation, Breckland Council/Town and Parish – Engagement Sessions, LGR Government Statutory Consultation, A47 Mitigation Consultation – please complete by 4th December, Norfolk ALC, CC Ed Connolly NCC briefing note and monthly parish report, Community Action Norfolk, Norfolk County Council's Budget Consultation, Breckland Mindful Towns newsletter and Healthwatch Norfolk.

15. General Parish Issues

None.

16. Date of the next Parish Council meeting

7th January 2026

17. It was agreed to pass a resolution under the Public Bodies (Admission to meetings) Act 1960 to exclude members of the public and press due to the nature of the item to be discussed**17.1. Clerk annual review**

The Clerk's annual review was discussed, and it was unanimously agreed to increase the Clerk's rate of pay.