



YAXHAM PARISH CHARITY

MINUTES OF THE MEETING OF THE PARISH COUNCIL TO CONSIDER YAXHAM PARISH CHARITY BUSINESS

Held in the David Myhill Room at Yaxham Village Hall at 6.45pm on Wednesday 7th January 2026

Present: Trustees Ben Conway (Chair), Bob Gust (BG), Graham Howe (GH), Gary Davison (GD) and Paul Bone (PB)

In attendance: Clerk, Trudy Gust YVAA and 2 members of the public

1. Chairman's Opening Remarks

The Chairman welcomed everyone

2. Apologies

Apologies were received and accepted by Trustee's Maggie Oechsle and Chirs Couves.

3. Declarations of Interest

BG and GH declared an interest in items 7.2 and 7.3.

4. Minutes of Previous Meetings

- To minutes of the previous meeting held on 22nd October 2025 were **approved** without amendment and signed by the Chair as a correct record. **All agreed**
- There were no matters arising from the minutes of the previous meeting not considered elsewhere on the agenda.

5. Update on the Christmas Tree Lighting event 7th December 2025

The Chair read aloud a report provided by the Yaxham Village Amenities Association (YVAA), which is attached to these minutes. The report details the success of the recent Christmas Tree Lighting event and all those involved. The event had raised just under £1,500 in support of the Tommy Children's Charity.

The Chair expressed his appreciation for the efforts of all involved and recognised the positive impact the event had on the local community.

6. Finance

6.1. The following payments were **approved** and noted

To	Detail	£ Total
Christmas Tree Lighting Event	Electrical Supplies and Christmas Decorations	1,069.09
Unity Bank	Service charge (3 Months)	18.00

6.2. The following receipt since the last meeting was noted

From	Detail	£ Total
CCLA	Dividend paid in the period	2,897.58

6.3. Bank position

The current bank balance of £53,799.00 was noted.

6.4. CAN (Community Action Norfolk) Silver Membership renewal

It was **agreed** to continue with the current silver membership subscription.

7. Current submitted grant applications

7.1 Yaxham Football Club

The Trustees considered the grant application submitted seeking financial support to reinstate the electricity supply to the football changing rooms. The supply had been disconnected following the sale of the Church Rooms, leaving the changing rooms without lighting or heating. The proposal detailed the installation of a new electrical connection from the Village Hall distribution board, including the addition of a Digi Meter to enable accurate monitoring of electricity usage. The total cost of the works was confirmed as £647 + VAT totalling £776.40. The Chair read the application, and the trustees discussed it, noting the community benefit of restoring the changing room facilities.

It was proposed by Graham Howe, seconded by Gary Davison and **all agreed** that the full amount of £776.40 be granted to Yaxham Football Club.

7.2 Yaxham Community Car Scheme

The trustees considered the grant application submitted to help with ongoing costs. Following a discussion, the Chair Ben Conway, proposed that the application be approved, seconded by Gary Davison and all agreed.

Bob Gust and Graham Howe did not take part in the decision as they are volunteer drivers for the scheme.

7.3 Yaxham Village Amenities Association (YVAA)

The YVAA had submitted a grant application seeking reimbursement for costs incurred in relation to the charity led Yaxham Christmas Tree Lighting Event.

Following a discussion, it was **agreed** that the Christmas Tree Lighting Event is a joint activity between the Charity and the YVAA. As the Charity had met all costs incurred by its Trustees for this event, it was considered appropriate that expenses incurred by the YVAA for the same event should be treated on an equivalent basis.

It was therefore **agreed** that the YVAA will no longer be required to submit a grant application for reimbursement of expenses relating to the Christmas Tree Lighting Event. Instead, the YVAA Treasurer will submit any future event-related expenses directly to the Clerk for reimbursement.

Going forward, the Christmas Tree Lighting Event will be treated as a Charity event, and all reasonable expenses incurred by either the Charity's Trustees or the YVAA in delivering the event will be reimbursed without the need for a grant application.

Proposed by Gary Davison, seconded by Ben Conway (Chair) and **all agreed**.

Bob Gust and Graham Howe abstained as they are Trustees of the YVAA.

8. Items for inclusion on the agenda of the next meeting

GH commented on how good the Christmas tree had looked this Christmas and suggested that the charity could consider purchasing and planting a tree. In four or five years, this could save the charity approximately £425 per year currently spent on buying a tree. This will be considered at the next meeting.

9. Date of next meeting

22nd April 2026

The Chair closed the meeting at 7.20 pm

Report for Yaxham Parish Council on the Christmas tree lighting event

Sunday 7th December 2025

Many thanks to the Parish Council for funding the Christmas tree again this year. Particular thanks go to Chris for the hours he spent wiring cables for the lights into the lamp post. Having the lights operated on mains not only saved Chris a lot of work on charging batteries, but the lights are brighter and the baubles look great.

We acknowledge grateful thanks to Gary for sorting out the complexities of removing the flagpole from the base (as well as serving mulled wine!), and Rob Garner for coming along with his teleporter to put the lights and baubles on the tree. A fantastic effort by all!

Bob, ably assisted by Jeffrey, had the unenviable task of car park duty, made all the more onerous by the pouring rain! Looking like a pair of drowned rats, they allowed entry to stallholders and people with mobility issues, and directed everybody else to park in the road.

Sarah and Dani, raising funds for Tommy's Pregnancy and Baby Charity, put an enormous effort into organising the stalls and making all who exhibited feel welcome and valued.

Carlie was the lynchpin of the event and worked tirelessly, despite an untimely bout of flu, to ensure all went smoothly. She, together with Steve, provided festive decorations that made the Hall look perfect for the occasion. Carlie was assisted with the decorations on Saturday evening by Jude, Rebecca (our Parish Clerk) and her daughter. Steve's work behind the bar was obviously much appreciated by many people from the village during the afternoon.

We must also thank Niki and Graham Jones for providing tea, coffee and mince pies on behalf of the Community Café and Lorraine Varney for helping to organise the mulled wine.

Jo Robinson came along to support the carol singing with her recorder, and members of the Mid-Norfolk Singers joined us to add harmony. Many said they really enjoyed joining in.

Of course, it wouldn't have been the same without Santa! Thanks to Ben for taking on the role, ho-ho-ing along the way, leading the countdown(s) to the lights switch on and distributing sweets to the children. He may be relieved to know that Rob Garner has agreed to take on the role next year!

Julie Couves, our ever-smiling elf, encouraged many people to write personal messages on wooden hearts, to be hung on the tree. This is a reminder of the real spirit of Christmas and very much appreciated, particularly by those who have lost loved ones.

We estimate that up to 300 people attended and the feedback was fantastic. All in all, the YVAA trustees who were able to attend were delighted as to how it went.

As members of the PC may be aware, the lights switch-on had originally been planned to take place at 5.00, for the benefit of families with young children. Due to an error in the PC newsletter that stated the switch on would be at 6.00, we aimed for that time. However, as people began to arrive at 3.00, or soon after, many were starting to leave by 4.30. It is for this reason that the decision was made to turn the lights on earlier. Fortunately, members of the choir had initially been asked to come along to sing at 4.45. One family partaking of mulled wine said they had come along for the lights at 6.00 but were very understanding when the explanation was given.

I think we can all pat ourselves on the back for hosting an event that was enjoyed by so many members of our wonderful community. We understand that the fundraising target for Tommy's was exceeded – an all-round success to end the year.

We have begun making notes on improvements that can be made for next year; constructive suggestions will be very welcome!

Trudy Gust

On behalf of the Trustees of YVAA