

# YAXLEY PARISH COUNCIL

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## **Minutes of the Meeting of the Parish Council in Yaxley Community Hall on Wednesday 12<sup>th</sup> August 2015.**

Present:

Cllr K Pawsey

Cllr J Moore,

Cllr D Burn,

Cllr A Luff,

0 members of the public.

Philip Freeman – Parish Clerk

Cllr I Luff,

Cllr C Wright,

Cllr J Hawes,

Cllr R Hall.

1. Apologies for Absence.  
County Councillor Jessica Fleming and Cllr A Watts.
2. Councillor's Declaration of Interests in Agenda Items.  
Cllr A Luff – allotments. All Councillors – Item 19.
3. Minutes of Previous Meeting held on 1<sup>st</sup> July 2015.  
The minutes of the meeting held on 1<sup>st</sup> July 2015 were unanimously agreed with the following amendment: Item 16: Drivers should read Grovers, proposed by Cllr Hawes and seconded by Cllr Luff
4. Matters Arising from the Minutes.  
The following action points had been completed:
  - Correct PC's entry in the Yaxley Messenger to show that Keith Pawsey is chairman. **PF**
  - Applications for grants from the funds from the wind turbines. **DB**. Cllr Burn explained that an email had been circulated:
    - o Section 106 Agreement –
      - There had a further agreement which had included all turbines.
      - Some income had been received. 10 % was taken for administration and monitoring, 5% for the parishes which were in the radius between 5 and 10 km radius. The balance would then be for Eye – 35%, Yaxley – 15%, Mellis – 14%, Brome and Oakley – 12%, Thrandeston – 4%.
      - Yaxley would be entitled to approximately £2,000 if a claim under the appropriate criteria was made.
      - Eye was not given £10,000.
      - Any claim would have to pass three tests.
      - It was agreed that this information should be made available to everyone in the parish through the Messenger. **Action: Cllr Burn.**
  - Follow up report of flooding by School House/Lyon Cottage on Old Ipswich Road – arrange site meeting with Josh Kerridge if necessary. **PF**
  - Letters to co-opt Councillors – Amanda Luff and Roy Hall. **PF**
  - Book Matt Bird to cut area of vegetation at Cherry Tree Close. **PF**
  - Working party for grants for the planned work on disabled toilets. **KP**
  - Quote for work on village sign. **KP**
  - Working party on village sign. **KP**
  - Meeting about Community Action Plan during August. **PF and IL**
  - Contact David Newcombe to cut back brambles growing from the hedge towards the memorials in the cemetery. **PF**
  - Briefing paper on Local Plan for Yaxley. **DB**.
  - Comment on Eye Draft Development Consultation. **PF**.
  - Calendar additional planning meetings every three weeks which will only be called if required. **PF**.
  - Laminated sign of emergency numbers for the play area. **JH**
  - Report overgrown hedge and brambles affecting the path from Moles Lane to Mellis School. **PF**.
5. Completion of forms by new Councillors.  
The Chairman welcomed Cllrs A Luff and Hall to the Council and they completed the declaration of interests, the Code of Conduct and acceptance of office forms.

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Signed: \_\_\_\_\_

Date: \_\_\_\_\_

12<sup>th</sup> August 2015.

6. Notification of any items of urgent business:  
Any Councillor wishing to raise an item of urgent business is asked to give notice of the item.  
None.

**Public Forum**

Meeting closed at 7.55 p.m.

Cllr Burn gave his report as District Councillor on Waste Collection Service in Mid Suffolk.

**County Council Report for Yaxley Parish Council August 2015** by County Councillor Jessica Fleming, Hartismere Division, Suffolk [Jessica.fleming@suffolk.gov.uk](mailto:Jessica.fleming@suffolk.gov.uk) Tel: 07714-597980

**Council News – Devolution** The [Cities and Local Government Devolution Bill](#) passed through the House of Lords in July and will come before the Commons in the autumn. In the meantime, negotiations have started between ministers and local authorities to agree devolution packages once legislation is passed. Suffolk Public Sector Leaders' Group (SPSLG) is working on an outline proposal which would establish, over time, a 'combined' authority (NOT a Unitary) with contributions from all public sector partners including police, health and the New Anglia Local Enterprise Partnership (NALEP). The group aims to bring the County's outline proposal to SCC's Cabinet on 17<sup>th</sup> September. This proposal is at an early stage and there will be future opportunities to be involved once the outline is developed.

**Working Together Awards**

The application process for this year's working together awards is open for charities, community groups and not-for-profit organisations, or any group which has achieved something outstanding for their community. The programme is run by Suffolk Community Foundation (SCF) and can make retrospective grants of up to £10,000. Judging will take place in October. To apply contact the SCF: <http://suffolkcf.org.uk/grants/working-together-awards/> or Stephen Watt on 01473 260782.

**Community Action Suffolk Events and Training** -A wide range of courses are available with discounts for [CAS members](#). To book on a course, please click a link below.

17 Sept [Fire Awareness](#), Ipswich

23 Sept [Level 2 Award in Food Safety in Catering](#), Lowestoft

24 Sept [Risk Assessment](#), Ipswich

23 Sept [Introduction to Youth Work Principles and Practice \(NOCN level 2\)](#), Stowmarket

View all CAS training courses in [events calendar](#).

**Cherry Tree Close** – Nothing further to report at present.

**POLICE REPORT FOR YAXLEY PCM**

**Crime Stats**

Since the beginning of July there have been 2 crimes reported to the police. These refer to;

- Damage to a lock at Oaksmere Business Park on Thursday 6<sup>th</sup> August
- Theft from Collection Tins in St Marys Church between 9am on 7/8 and 5pm on 8/8

Crime Stats, Crime Reduction Information and Press Releases

For all of those that regularly use the internet please visit [www.suffolk.police.uk](http://www.suffolk.police.uk) this is the constabulary page where you can find the latest information on what is going on in the county.

From this website you can see who your local officers are, look at crime mapping and read about the latest crime reduction advice the constabulary has to offer.

Your Local Safer Neighbourhood Team

Your local team is always willing to assist with crime prevention, and can often assist with inexpensive methods of helping you ensure your property is better secured. Feel free to contact us on the details included in this report with any questions or concerns.

For those of you who engage in Social Media, Mid Suffolk Police now have a Twitter account.

This is regularly updated with crime prevention advice, crime information, witness appeals and other local policing news. You can access the account at [www.twitter.com/@MidSuffPolice](http://www.twitter.com/@MidSuffPolice).

Your local officers are: PCSO 3240 Faulkner & PC 80 Wiggins

Meeting reopened at 8.07 p.m.

7. Correspondence (copies circulated in Correspondence File or with agenda).
- Various documents from SALC
  - Various emails from Suffolk Community Foundation.
  - Town and Parish Council Newsletter.
  - Various emails from the Highways Department of Suffolk County Council.

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- The Local Councillor.
- Letter trying to locate Robert Wells.
- Funding for Youth Activities 2015.
- Emails from Amanda Luff and Roy Hall.
- Eye Airfield Development Brief.
- Mid Suffolk Revised Draft Community Levy Charging Schedule – Examination Statement of Modification.
- Progress Power – notice of decision.
- Cherry Tree Close – email from Shane Hines.
- David Faulkner – parking in Yaxley.
- New Funding for Local Groups in Suffolk.
- Eye Airfield Wind Turbines Community Fund.

Email from PCSO Faulkner – Cllr A Luff reported that the police had been contacted in the past about a similar parking problem and had taken action. This was because of the obstruction to the footpath and damage to the grass verge. It was agreed that the Clerk should contact the Police, again, and Cllr Fleming. **Action: the Clerk.**

### 8. Yaxley Allotments:

- Update on allotment gardens and tenancy agreement.
  - a. Report on the number of vacant plots.  
There were 17 vacant plots.
  - b. Applications for Plots:
    - John Bennett – 2 plots. – withdrawn.
  - c. Tenancy agreements 2014/2015.  
Nothing to report.
- Unused plots:  
Nothing to report.

### 9. Highways Matters:

- a. Flooding on Old Ipswich Road in front of School House/Lyon Cottage. Update.  
The Clerk reported that the drain had been cleared and that there had been an exchange of emails with Josh Kerridge of the Highways Department of Suffolk County Council.

### 10. Finances and financial report

- a. Balances on Accounts: 28<sup>th</sup> July 2015.
  - i. Current Account: £8,068.37p.
  - ii. Deposit Account: £5,564.92p.The Clerk had emailed to Councillors a financial report which included the transactions for this meeting. This would be displayed on the Parish Council section of the Yaxley website.
- b. To authorise cheques for signature:  
N.B. Cheque signatories to initial cheque stub and invoice.
  - i. Clerk's Pay and Expenses: £219.90p
  - ii. HMRC: £53.60p
  - iii. David Newcombe: £130.00p.**Resolved**, with all agreed, to approve payment of the accounts presented.  
Proposed by Cllr Wright and seconded by Cllr I Luff.
- c. Receipts: None.
- d. Request for financial support from Yaxley Messenger. Nothing to report.
- e. Request for financial support:
  - i. SARs: a donation of £50 agreed, proposed by Cllr I Luff and Cllr Moore.
- f. Projects that the Parish Council may Finance
  - i. Disabled toilets/toilet refurbishment for the Community Hall.
    - o Update on the planning application.  
See below.
    - o Grant application.  
Cllrs Pawsey, I Luff and Wright (in a few weeks' time) were the Parish Council representatives on the Working Party set up to deal with this project. The Working Party had met and were joined by Margaret White from the Community Hall Committee. It was agreed to add a further person from the Community Hall Committee to the

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Committee. Cllr I Luff had drawn up the specification for the work and the Clerk had sent out the tender document to three builders.

Cllr Burn declared an interest in this agenda item.

11. Repairs to Village Sign.  
It was unanimously agreed that Paul Brown should renovate and clean the sign for £60 plus the cost of materials and the stainless steel sleeve could be purchased for £68.66p + VAT. Cllrs Pawsey and Hawes will install the sleeve. Proposed by Cllr I Luff and seconded by Cllr Hall.
12. Review of Deeds of Yaxley Community Centre.  
Nothing to report, the solicitor was still waiting to hear from the Land Registry. It was agreed that the Clerk should email Councillors the date when the Allotment Land would be formally under the ownership of the Parish Council. **Action: the Clerk.**  
(The land is currently registered under a Possessory Title, because there were no deeds, with the Land Registry. The registration took place in 2007 and there is a wait of 12 years before there can be Title Absolute.)
13. Cherry Tree Close Working Party.  
Nothing to report.
14. Closure of the Post Office and Shop in Yaxley.  
Nothing to report, the Parish Council will wait to see the developments as a result of the arrival of new tenants.
15. Community Emergency Plan.  
A meeting had been arranged for the 24<sup>th</sup> August 2015 to begin work on the Plan.
16. Local Plan for Yaxley.  
Cllr Burn explained that he had not had time to prepare the briefing document and requested guidance on what the Parish Council required. Following a discussion it was agreed that a briefing/guidance paper on a Local Plan for Yaxley would be prepared, to include likely cost, sources of funding and some examples of completed plans. **Action: Cllr Burn.**  
Cllr Burn explained that a Local Plan would give the Parish Council control of planning applications.  
In response to questions from Councillors the following points were made:
  - A Local Plan would not give protection from developments such as the Progress Power development.
  - A plan did not put the village at the top of the list for development.
  - A village plan had no weight.
  - Eye Neighbourhood Plan had not been put on hold.
  - The MSDC Local Plan had not been completed but any plan for Yaxley could be based on the existing document.
  - The Plan would have to be accepted by an external examiner.
  - Advice from MSDC would be available.

The Chairman explained the background to this item to the new Councillors.
17. Eye Airfield:
  - a. Progress Power Application:
    - i. Compulsory Acquisition Notice.  
The Clerk had contacted Christopher Bond from Bidwells to deal with this matter.  
Cllr Burn said, in his opinion, Progress Power may find it difficult to obtain funding for this project.
18. Parish Council matters for publication in the Yaxley Messenger.  
Cllr Burn will prepare information on Section 106 Funding. **Action: Cllr Burn.**
19. Planning: To include any applications received after the publication of this agenda.
  - a. Applications:

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The Parish Council had been given an extension to make a decision on these applications.

- i. Application No. 2337/15: Erection of front toilet extension and alteration to existing village hall at Yaxley Village Hall, Old Ipswich Road, Yaxley.  
It was agreed to support this application.
- ii. Application No. 2486/15: Demolition of existing outbuildings and erection of new dwelling and garage and erection of new garage to existing cottage (resubmission of 3908/14) at land adj Linden Lea, Mellis Road, Yaxley.  
It was agreed to make no comment on this application.

Action: the Clerk.

b. Planning Decisions:

i. Approved:

- o Application No. 1420/15: Erection of new two storey front extension and erection of two storey and single storey rear extensions to existing dwelling (Demolition of existing conservatory) at Walnut Tree House, Old Norwich Road, Yaxley.

ii. Refused: None.

iii. Withdrawn: None.

## 20. Play Area:

- a. To receive Play Area Inspection Report.  
Cllr I Luff reported that all was in order, the rubbish bin was secure but the membrane, beneath the wood chippings, was breaking down.  
Cllr Wright agreed to take responsibility for the next period.
- b. Annual Play Inspection booked.  
No report had been received.

## 21. Yaxley Cemetery:

- a. To consider inspection report – Cllr J Hawes.  
All was tidy and secure.

## 22. To receive Councillor's reports:

- a. Cllr Burn – EPR.  
Nothing to report, if Councillors had any concerns then they should contact Cllr Burn.
- b. Cllr Burn – SALC.  
Nothing to report.
- c. Cllr Moore – Yaxley Town Estates Fund.  
Nothing to report.

## 23. A.O.B. – Any Items raised earlier but not for an extended discussion or decisions and items for inclusion at next meeting on 23<sup>rd</sup> September 2015.

The following points were raised:

- Vegetation around the bottle bank needed cutting back.
- Documents for the website should be pdf.
- The vegetation on the Eye Road, at the junction with the A140, was blocking the view of anyone using the cycle path.

**Action: the Clerk.**

Meeting closed at 9.55 p.m.

- Explanation in the Yaxley Messenger of how an application for a grant from the funds from the wind turbines may be made. **DB**
- Book local contractor to cut area of vegetation at Cherry Tree Close. **KP**
- Meeting about Community Action Plan on 24<sup>th</sup> August 2015. **PF and IL**
- Contact Police and Jessica Fleming about the parking of vehicles on grass verge at junction of Eye Road and the Street by the village notice board. **PF**
- Additional member of the Community Hall Committee to be part of the working party on the project for improvements to the toilets at the Community Hall. **KP**
- Briefing/guidance paper on Local Plan for Yaxley, to include likely cost, sources of funding and some examples of completed plans. **DB**.
- Report overgrown hedge and soil affecting the path by the recycling bins. **PF**.

- Respond to planning applications. **PF**
- Update Councillors on the registration of the allotment land. **PF**

DRAFT

Signed: \_\_\_\_\_

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Date: \_\_\_\_\_

12<sup>th</sup> August 2015.