

# YAXLEY PARISH COUNCIL

Minutes of the Meeting held on Wednesday 25<sup>th</sup> February 2015 at Yaxley Community Centre.

Present:

Cllr Hawes,

Cllr Pawsey,

Cllr Sano,

Cllr Moore,

Cllr Wright,

Cllr Burn,

Cllr Watts.

0 member of the public.

Sue Herne.

Philip Freeman – Parish Clerk.

Presentation by Sue Herne on Community Emergency Planning.

Mrs Herne made the following points in her presentation:

- There was a map on the Council website which showed the progress on communities developing emergency plans. It covered Forest Heath, Edmundsbury, Mid-Suffolk and Babergh. It was on the emergency planning section of the website.
- A steering group, from the existing group, had been set up.
- Training and support on how to complete an emergency plan were offered, which included a start-up workshop.
- In addition, there was an offer of water care service and a link to UK Power this would ensure that help was received when it was needed.
- Rest centre training was available.
- There was access to emergency bedding and other supplies.
- If the Local Authority asked the community to activate its emergency plan there would be cover from the authority's plan.
- If a community wished to activate its plan, and be covered by the Local Authority, it had to contact the duty manager for permission. Otherwise the community would not be covered.

In response to questions from Cllrs Mrs Herne made the following points:

- There was no requirement to attend training, however, this year training had been offered on First Aid, health and safety, and managing and recruiting volunteers.
- It would take between two and three evenings to write the plan, much of the work was already completed.
- The plan would be on the Village Direct site and could be accessed by the authorities. A redacted version could be available on a parish website.
- Out of hours contact numbers were available.
- Six groups activated their plans during the storm in October 2013. In addition, during tidal surges, coastal plans were activated. The communities who used these plans were doing an excellent job.
- It did not have to be a parish council plan and it could be linked to other parishes.
- A self-help guide, which was a fridge magnet, was available to householders.
- During the past two years 28 plans had been completed, 10 were being written and 25 had been started.
- It would be possible to organise an evening training session.
- The next workshop was on 18<sup>th</sup> March in Mid Suffolk it would take place during the day.
- Training could be offered in Yaxley.
- The nearest community with an emergency plan were Mendelssohn, will be and lacks field oxen and I had prepared a plan.

Any questions, please contact Sue Herne

Meeting opened at 8:00 p.m.

1. Apologies for Absence.  
Apologies were received from Cllr Aldous, Cllr Luff and County Cllr Fleming.
2. Cllr's Declaration of Interests in Agenda Items.  
None.
3. Minutes of Previous Meeting held on 21<sup>st</sup> January 2015.  
The minutes of the meeting on 21<sup>st</sup> January 2015 were agreed as a true record, proposed by Cllr Watts and seconded by Cllr Moore, with the following amendment Point.4 – Mellor's should be Mellis and there was an extra word in the final point.
4. Matters Arising from the Minutes.  
The Clerk reported:

1

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

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

25<sup>th</sup> February 2015.

## YAXLEY PARISH COUNCIL

- He had emailed Sgt Watts to thank him for attending the last Parish Council meeting.
  - He had contacted Steeles Law about the registration of the land around the Community Centre.
  - He had responded to the planning applications as agreed at the last meeting.
  - He had contacted David Newcombe about cutting the hedge.
  - He had reported various potholes and a problem with a drain cover.
5. 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.
- Risk assessment.

### Public Forum

Cllr Burn reported as District Councillor:

- Babergh and Mid Suffolk District Council had installed PV panels on all suitable council houses. There were 1,100 in Mid Suffolk of which 379 had been completed. Over the two areas 2,150 houses would have the panels installed and this would give additional income to the Council.
- There was a new highways reporting system at [www.Suffolk.gov.uk/report-a-highways-problem](http://www.Suffolk.gov.uk/report-a-highways-problem)
- The consultation on the Local Plan ends on 20<sup>th</sup> March 2015 and there was a workshop at Mid Suffolk District Council on 3<sup>rd</sup> March 2015. There were also public drop-in sessions available on 4<sup>th</sup> March 2015 at Mid Suffolk District Council offices.
- There would be an additional eight weeks consultation once the draft plan had been completed.
- The aim was to adopt it in late 2016.

The Chairman reported that he had attended a meeting about this plan at Mid Suffolk District Council in February but only a few points applied to Yaxley. It was stressed that councillors could also respond as individuals.

### Police Report.

#### Crime Stats:

Since your last meeting there has been 1 crime reported to the police. We will not provide information for this.

#### Winter Road Safety:

In winter weather driving conditions can deteriorate fast, making driving hazardous, so Suffolk Police advise motorists to;

- Make sure all your car lights are working and you have no failed bulbs. Ensure that dirt, salt and snow is cleared away from light fixtures
- Always ensure all windows are fully cleared of snow, frost and condensation before setting off on a journey - it is illegal to drive with obscured vision
- Also clear snow from the top of the car as this can fall down and obscure your windscreen while you are driving
- Keep windscreen washer fluid topped up as windscreens quickly become dirty from traffic spray and salt from the roads
- Make sure you have sufficient fuel for your journey. Keep the fuel tank topped up
- Give yourself extra time for your journey and drive at a constant speed. Accept your journey will take longer and don't take risks
- Take a mobile telephone with you and make sure it is fully charged. Carry a mobile charger in the car.
- If you get stuck in the snow stay with your car, but in an emergency if you do need to leave it, park it out of the main traffic route, where it won't cause an obstruction when conditions ease.
- Leave a contact number on the inside of the windscreen and return to your car at the first opportunity you have.

2

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

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

25<sup>th</sup> February 2015.

# YAXLEY PARISH COUNCIL

## Bike & Property Marking Event

There has been an increase in 'Cycle' thefts in the area. In order to protect cycles and to bring awareness to the problem, there will be a 'Mobile Police Station' at the Rickinghall Farmers Market, at the Rickinghall Village Hall, from 9am until it closes, on Saturday 11th April 2015. Police and Neighbourhood Watch Coordinators will be present. As well as cycle marking, there will be security products available to inspect and or purchase. All cycle users please attend with their cycles and all other interested people are warmly invited.

## Priorities

On Tuesday 6<sup>th</sup> January, Eye SNT held its quarterly priority tasking meeting. During the meeting it was decided that the following priorities would be set;  
Rural Crime - target incidents of Rural Crime in Mid Suffolk North.  
Rural Crime is defined as 'Any crime of a agricultural, livestock wildlife or heritage nature. Includes fly tipping, unauthorised metal detecting and hare coursing.  
Excess speed – target vehicles exceeding speed limits in Mid Suffolk North.  
Due to the increased number of complaints, received in the meeting and through the last period.

The next meeting is set for Thorndon Village Hall, Thorndon at 7.30pm on 27/04/15

## 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 Safer Neighbourhood Team (SNT)

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

6. Correspondence (copies circulated in Correspondence File or with agenda).
  - Various documents from SALC
  - Various emails about the Progress Power application and the Planning Inspectorate.
  - Letter from Dr Dan Poulter about Progress Power application and the Planning Inspectorate.
  - Various emails from Suffolk Community Foundation.
  - List of dog and litter bins.
  - Babergh and MSDC Joint Planning Document.
  - Town and Parish Council Newsletter.
  - Email from Shane Hines about Cherry Tree Close.
  - New Education and Learning Infrastructure Plan from Suffolk CC.
  - Suffolk Walking Festival 2015.
7. Yaxley Allotments:
  - Update on allotment gardens and tenancy agreement.
    - a. Report on the number of vacant plots.  
There were currently 18 vacant plots. Applications for Plots:  
Two applications had been received from Yaxley in Cambridgeshire.
    - b. Tenancy agreements 2014/2015.  
12 agreements had been returned with the payments. There was one tenancy agreement that had not been returned. The Clerk will chase this up, Action: the Clerk.
    - c. Unused plots: It was agreed that Mark Sano should spray the unused plots in April with Roundup. The Clerk will send him a list of occupied plots. Action: the Clerk.  
It was also agreed that the combination to the locks on the allotment should be changed and the Clerk would notify tenants.
8. Highways Matters:
  - a. The use of the road through Yaxley by HGVs.

3

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

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

25<sup>th</sup> February 2015.

## YAXLEY PARISH COUNCIL

- Nothing to report. This item will be removed from the agenda.
- b. Flooding on Old Ipswich Road in front of School House/Lyon Cottage. Update.  
It was agreed that the Clerk should contact the highways engineer for the area and copy Cllr Fleming in on the email. There were still some flooding but not as much as before. Cllr Pawsey will follow up with the householder.
  - c. Speed Data Recorders on Old Ipswich Road. Update.  
Nothing to report. Was agreed to remove this item from the agenda
  - d. No-right-turn from B1077/A140 Stuston junction at the Devil's Handbasin garage.  
It was agreed that there will be a significant impact on people living in Yaxley and Eye if this restriction were introduced.

Cllr Wright in joined the meeting.

The proposed restriction was the quickest and cheapest action that the Highways Department could take. However, in the discussion that followed, it was agreed that the main problem was at the junction opposite the Swan Public House on the A140 and the most dangerous manoeuvre was a right turn at this junction. It was unanimously agreed that the work was being undertaken on the wrong junction and that the Clerk should make a submission to the Highways Department of Suffolk County Council:

- A complaint that the Parish Council had not been part of the original consultation.
- Suggest that the real problem in this part of the A140 could only be addressed by building a roundabout at the junction opposite the Swan Public House. There had been no serious accidents by the Devil's Hand Basin Garage.
- A full assessment should be made and lead to a plan for the whole area.

**Action: the Clerk.**

### 9. Finances and financial report

- a. Balances on Accounts: 28<sup>th</sup> January 2015.
  - i. Current Account: £6,797.84p.
  - ii. Deposit Account: £5,891.61p.  
The bank balances were noted.
- b. To authorise cheques for signature:
  - i. Clerk's Pay and Expenses: £216.82p
  - ii. HMRC: £47.60p
  - iii. Steeles Law – Deposit for Land Registry: £200.00p  
Resolved, with all agreed, to approve payment of the accounts presented.  
Proposed by Cllr Sano and seconded by Cllr Wright.
- c. Receipts:
  - i. Allotment rents: £110.00p.
  - ii. Right of way – Mrs AE Shea: £100.00p
  - iii. PH Hammond - rent of the land adjacent to the allotments: £779.41p
  - iv. Rosedale Funeral Home: £100.00p  
The receipts were noted. The Clerk will chase up the outstanding invoices sent to the Highways Department Suffolk County Council and Workwear
- d. Budget report to 31<sup>st</sup> January 2015.  
The Clerk had prepared a budget report and bank reconciliations. These had been sent to councillors and were noted.
- e. Request for financial support from Yaxley Messenger.  
Following a discussion in which Cllr Watts explained that advertising would normally pay for all but £30 of the cost of the publication of the Messenger each month. It was agreed that the Clerk would contact those responsible the publication of the Yaxley Messenger and asked for an estimate of costs. **Action: the Clerk**
- f. Projects that the Parish Council may Finance
  - i. Disabled toilets/toilet refurbishment for the Community Hall.
    - o Grant application.  
Nothing to report. There was discussion of how progress could be made on finding funding for this project as questions were being asked of Cllrs. The chairman was to Cllr Aldous to obtain an update.

### 10. Review of Standing Orders and Financial Regulations.

4

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

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

25<sup>th</sup> February 2015.

## YAXLEY PARISH COUNCIL

The Clerk had prepared drafts of the standing orders and the financial regulations in line with the current practice of the Parish Council. It was noted that the Transparency Code will impact on the work of the Parish Council. The standing orders and financial regulations were agreed.

11. Litter and Dog Bins in Yaxley.  
The Clerk had received a list of the litter and dog bins in Yaxley from Mid Suffolk District Council and asked that councillors should confirm the location of each bins. Once this had been completed the list will be returned to Mid Suffolk District Council. **Action: the Clerk.**
12. Parish Council Elections.  
The terms of office of parish councillors end in May 2015. There would be an election for the Parish Council on 7<sup>th</sup> May 2015. The Clerk gave nomination papers to those councillors who wished to stand for re-election.
13. Arrangements for the Annual Parish Meeting.  
It was agreed that there was nothing that the Parish Council wished to highlight in the next edition.
14. Review of Deeds of Yaxley Community Centre.
  - a. Agreement with Steeles Law.  
The Clerk had received an agreement for the work, by Steeles Law, on the deeds of Yaxley Community Centre. The cheque for the land registration had been agreed earlier. The Clerk would make an appointment to meet the Parish Council's solicitor.  
**Action: the Clerk.**
15. Mid Suffolk District Council Consultation on Planning Policy.  
The presentation on this consultation which had been made by Cllr Burn, at the last meeting gave the background information that councillors needed.  
The following points were made In the discussion:
  - Eye Airfield was predominantly a site for industrial development and housing.
  - Because of the concrete road it was classified as a brownfield site.
  - It would not be heavily industrialised beyond the building of a gas power station.
  - The runways gave the structure for vehicle movement.
  - There was concern about the loss of agricultural land.
  - Traveller sites - Suffolk County Council was relying on people coming forward to provide land.
  - The local infrastructure had to be considered in relation to sustainability.
  - Suffolk County Council had to find land to build up its five-year land supply for 2,100 houses.

It was unanimously agreed that in its response to the consultation the Parish Council should highlight the following:

  - The need for a guarantee that the buffer zone between Eye Airfield and Yaxley would be maintained.
  - Some arable land would be retained.
  - An area of open space would be retained.
  - This was relevant to section 6 of the eye airfield industrial area. Cllr burn stressed that was important that the county council should maintain the land supply and he would send the link to the relevant documents to parish Cllrs.  
**Action: the Clerk.**
16. Cherry Tree Close Working Party.  
The latest message from Shane Hines had been very positive but nothing further had been received.
17. Community Emergency Plan.  
The discussion of this will be postponed until the next meeting.
18. Eye Airfield:
  - a. Progress Power Application:
    - i. Update from the Chairman and Cllr Luff.  
There will be nothing further to report until the outcome of the recent hearings were received on 28<sup>th</sup> April 2015.
19. Parish Council matters for publication in the Yaxley Messenger.

5

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

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

25<sup>th</sup> February 2015.

## YAXLEY PARISH COUNCIL

Ian Muir had volunteered to become the new Webmaster for Yaxley and Cllr Burn will send the Clerk's contact details. **Action: the Clerk.**

20. Planning: To include any applications received after the publication of this agenda.
- a. Applications:
    - i. Application No. 0187/15: Land between Hill House and Mill House, Old Ipswich Road, Yaxley.  
There had been a site meeting to consider this application and as a result it was agreed to support it.
  - b. Planning Decisions:
    - i. Approved:
      - o No 3908/14: demolition of existing outbuildings and erection of new dwelling and garage and erection of new garage with studio over existing cottage at land adj Linden Lea, Mellis Road, Yaxley.
      - o No.3984/14: erection of two storey extension to annex at 67 Ipswich Road, Yaxley.
    - ii. Refused: None.
    - iii. Withdrawn: None.
21. Play Area:
- a. To receive Play Area Inspection Report.  
Cllr Watts reported that the retaining board was rotten, loose and needed replacing. The Chairman offered to undertake this work. **Action: the Chairman.** Otherwise everything was in order. The brambles needed to be cut back. Cllr Moore volunteered to take responsibility for the next period.
22. Yaxley Cemetery:
- a. To consider inspection report – Cllr J Hawes.  
Cllr Hawes reported that all was secure but the hedge needed to be trimmed, otherwise everything was tidy.
23. To receive Cllr's reports:
- a. Cllr Burn – EPR.  
Nothing to report.
  - b. Cllr Burn – SALC.  
Nothing to report.
  - c. Cllr Moore – Yaxley Town Estates Fund.  
Nothing to report.
24. A.O.B. – Any Items raised earlier but not for an extended discussion or decisions p.m. and items for inclusion at next meeting on 8<sup>th</sup> April 2015.
- The Clerk had reviewed and updated the risk assessment and it was agreed.
  - Cllr Hawes reported that there would be a surprise party at the Community Centre and there were no objections to a tent being erected on the playing field.

Meeting closed: 9:30 p.m.

6

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

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

25<sup>th</sup> February 2015.