**Minutes of the Meeting of Yaxley Parish Council held on 24th January 2018.**

**Present:**

Councillor I Luff Councillor A Luff Councillor J Hawes

Councillor M Fisher Councillor K Pawsey Councillor B Feaver

Councillor R Hall Councillor J Moore

District Councillor D Burn.

County Councillor J Fleming

P Freeman Parish Clerk.

One member of the public.

1. Apologies for Absence.

* Councillor C Wright.

1. Councillor’s Declaration of Interests in Agenda Items.

* None.

1. Minutes of the Previous Meeting held on 20th December 2017.

* The minutes of the previous meeting were agreed as a true record and were signed by the Chairman, with the following amendment, Councillor Feaver had sent his apologies for this meeting.

1. Matters arising from the minutes:

**Action Points:**

Notes on the action are in red.

* Respond to email from Jessica Fleming about Highways matters. **Action: The Clerk.**
* Complete Locality Budget application form. **Action: The Clerk.** Completed.
* Accept application for allotment plot from Mr & Mrs Bannister. **Action: The Clerk.** Completed.
* Yaxley Messenger – piece about dog fouling. **Action: The Clerk.** Completed.
* Email Community Centre Committee about a meeting to discuss the agreement between them and the Parish Council. **Action: The Clerk.** Completed.
* Respond to the planning applications listed on the agenda. **Action: The Clerk.** Completed.
* Respond to the letter from Mr Harvey about the planning application from Cranswick Country Foods. **Action: The Clerk.** Completed.
* Report a pot hole on the bridge on the Old Ipswich Road. **Action: The Clerk.** Completed.

1. Notification of any urgent business.

* None.

Meeting closed at 7.40 p.m.

**Public Forum.**

Report by County Councillor Jessica Fleming, Hartismere Division, Suffolk

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**School Transport** **Consultation**– Reminder that consultation about possible changes to school transport provision run until 28th February. Views are sought on options for both the pre-and post-16 age groups. Please refer to: [www.suffolk.gov.uk/schooltravel](http://www.suffolk.gov.uk/schooltravel)

Workshops relating to the consultation still to run are as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Workshop Venue** | **Date** | **Time** | |
| West Suffolk House, Western Way, Bury St Edmunds, IP33 3SP | 26 January | 5 sessions between 2pm and 7:30pm | |
| **Have Your Say Venue** – a chance to make suggestions | **Date** | **Time** |
| West Suffolk House, Western Way, Bury St Eds, IP33 3SP | 30 January | 7pm to 10pm |

**Progress Power/ Drax** – Enabling works for the substation in Yaxley and associated access from the A140 are expected to commence this spring.

Two planning applications have been made by Progress Power recently to Mid Suffolk, (1) to remove certain hedgerows prior to enabling works for the new substation off Leys Lane - **Application. No:** DC/17/05880 | Received: Fri 24 Nov 2017 | Validated: Sat 25 Nov 2017 | Status: Registered [Full Planning Permission - Removal of hedgerows, trees and associated vegetation in association with Development Consent Order.](https://planning.baberghmidsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=OZXC8RSHK7B00)

and (2) to agree details of temporary access to the A140, both in Yaxley - **Application. No:** DC/17/06256 | Received: Wed 20 Dec 2017 | Validated: Wed 20 Dec 2017 | Status: Registered [Approval of details reserved by Requirement 6 pursuant to The Progress Power (Gas Fired Power Station) Order 2015 (S.I 2015/1570) as amended.](https://planning.baberghmidsuffolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=P19JU1SH00P00)

Further applications are expected relating to this project assuming it receives official approval and works are expected to commence later this year.

In response to questions of following points were made:

* *Progress Power: there was an issue over funding. The Community Benefit Fund was not in the public domain. Funds were to be managed by planners and Yaxley, Eye, Mellis and Thrandeston could benefit. This could help pay for some of the cost of the footpath from Yaxley to Mellis, and in addition, there could be funding from the Government Growth Fund.*
* *When there were roadworks on the A140 Yaxley would become a ‘rat run’. It was also anticipated that a lane of the road will be shut off and it was suggested that closures to the should be outside of school hours.*

Meeting opened at 8.10 p.m.

1. Correspondence received.

* Various documents from SALC.
* Various emails from Suffolk Community Foundation.
* Town and Parish Council Newsletter.
* Various emails from the Highways Department Suffolk County Council.
* Clerks and Councils Direct.
* The Local Councillor.
* Meeting with the Community Hall Committee.
* Speed Aware Device – enquiry from Thornham Magna Meeting.
* Yaxley Footpath Study.
* Allotments – Rats.
* Progress Power landscaping.
* One Suffolk Website refresher training sessions.
* GDPR - provision of DPO service.
* Data Protection Bill/GDPR.
* Spring Litter Picks 2018.
* Westcotec Ltd component issue.
* Neighbourhood watch to be considered at the next meeting.
* Emails from Mr Butler about progress Power.
* Councillors Hawes and I Luff had attended a planning group meeting and commented on the appearance of the Progress Power plant. At the meeting 4 Drax people present and 4 from the National Grid. A presentation took place

1. Yaxley Allotments:

* Update on allotment gardens and tenancy agreement.

1. Report on the number of vacant plots: 22.
2. Tenancy agreements for 2017/2018: The Clerk will follow-up those tenants who have not returned their agreements and paid the rent. **Action: The Clerk.**

* Unused plots: nothing to report.
* Problem with rats: the compost heap may be the cause of the rat problem and rat control was in place.

1. Highway matters:
   1. Meeting with Highways:
      1. Consultation about parking at the T-junction of the Street and Eye Road.

* There had been nothing further about this proposal and it was hoped that it will be discussed when there is a meeting about the footpath from Yaxley to Mellis.
  + 1. Pedestrians, including young children, using Mellis Road at peak times:
* The estimated costs for the work was high and was more than £400,000. This was more than Councillor Fleming had expected.
* For the project to be accepted a strong supporting argument would have to be put forward and it would also depend on the response of the landowners concerned.
* The report was a start and it had been agreed to pursue it further. Mellis Primary School would support it, but it had not been shared with them yet.
* There should be funding from the Community Infrastructure Levy for the wind turbines and Drax. In addition, there could be income from the houses built in Eye, as many people would use the footpath.
* It was noted that all developer issues had been discussed in the past when Eye Airfield was planned to become a ‘green hub’, but this had not come to fruition.
* The community of Yaxley was relevant to Eye.
* The chicken plant and the Drax plant were in Yaxley.
* It was agreed that Councillor Fleming would follow-up and arrange a meeting which would involve the Parish Council and the Highways Department of Suffolk County Council to discuss the proposal. **Action: Councillor Fleming.**

1. Grant of Power of Dispensation to the Clerk:

Grant power of dispensation to the Clerk on the matter of the Parish Council’s decision on its annual precept: item 10 e. (Advice given by SALC on 3 December 2012.)

* The Clerk granted dispensation to the Parish Councillors for their decision on the annual precept.

1. Finances and financial report.
   1. Balances on Accounts: 28th December 2017.
      1. Current account: £4,538.98.
      2. Deposit account: £5,570.04
      * Councillors noted the balances on accounts.
   2. Financial report and bank reconciliation.
      * Detailed accounts, had been given to Councillors, which recorded all items of income and expenditure, and compared them to the budget. The spreadsheet also showed both as a percentage of the budget.
      * The accounts were to the date of this meeting.
      * There were no questions from Councillors.
   3. Online banking.

* It was agreed that this should be pursued further with the Clerk becoming a cheque signatory.
* The Chairman had phoned the bank and the changes could be completed online. Proposed by Councillor A Luff and seconded by Councillor Fisher.
  1. Budget and Precept 2018/2019.
* The proposed budget had been sent to Councillors and following a discussion it was agreed; and this will include paying the cost of the insurance of the Community Centre building. Proposed by Councillor Moore and seconded by Councillor Hall.
* The Clerk will obtain a copy of the insurance document from the Committee.
  1. To authorise cheques for signature:

N.B. Cheque signatories to initial cheque stub and invoice.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Payee** | **Details** | **Cheque Number** | **Amount** | **Power** |
| P Freeman | Clerk’s Pay and Expenses | 101109 | £267.82 | LGA 1972 S112 (i) |
| HMRC | PAYE | 101110 | £48.00 | LGA 1972 S111 |
| Safe and Sound | Rat control | 101111 | £108.00 | LGA 1972 S111 |
| MSDC | Annual play inspection 2017 | 101112 | £57.04 | LGA 1972 S111 |

* It was unanimously agreed to pay the invoices listed above, proposed by Councillor A Luff and seconded by Councillor Hawes.
  1. Review of fees for advertising sign, rights of way and use of the hard stand for storage:
     1. Workwear.
     2. Kier Integrated Services.
* The fees for Workwear and Kier integrated services will be increased by 3%.
  + 1. Ms O’Shea and Mr Bull.
* The fee for Ms O’Shea and Mr Bull will remain the same.

Proposed by Councillor Hawes and seconded by Councillor I Luff.

* 1. Requests for financial support: none.
  2. Receipts:
     1. Interest - £0.98

1. Yaxley Community Centre:
   1. Meeting between the Parish Council and the Community Centre Committee.

* The Chairman reported on the meeting and will send a written report to the Clerk. **Action: The Chairman.**
* It was a positive meeting and was attended by Councillor Pawsey, Councillor I Luff and Councillor Hall on behalf of the Parish Council.
* It was agreed that the Community Centre Committee would waive the fee for bookings by the Parish Council.
* It was agreed that the Clerk should write to the Committee and pass on the appreciation of the Parish Council for all the work they had done. In addition, explain that if there was a need for financial support for a project, then they should approach the Parish Council. **Action: The Clerk.**

1. Parish Council matters for publication in the Yaxley Messenger.

* None.

1. General Data Protection Regulation

* Details of a Data Protection Officer service had been sent to the Parish Council by SALC. It was agreed that the Clerk should request some clarification of the service offered. **Action: The Clerk.**

1. Planning:
   1. Applications:
      1. Application Number: DC/17/06340 Proposal:

Planning Application Householder Application - erection of single storey rear extension to workshop.

Location: Dove Cottage, Old Norwich Road, Yaxley.

* + This was a retrospective application for a workshop an all the work planned had been completed. It was agreed that no comment would be made
    1. Application for Planning Permission Without Compliance of Conditions: DC/17/06179:

Proposal application under section 73 of the Town & Country Planning Act - erection of a new dwelling, garage and new vehicular access for variation of Condition 2 (approved plans and documents) and discharge of Condition 3 (agreement of levels), Condition 4 (agreement of materials), Condition 5 (details of screen walls and fences), Condition 9 (surface water drainage details and Condition 10 (foul water details).

Location: Crossway Cottage, Mellis Road, Yaxley.

* + Following a discussion, it was agreed to support the application, proposed by Councillor I Luff and seconded by Councillor A Luff.
  1. Applications – no decisions to date:
     1. Application Number: DC/17/05666 Proposal:

Planning Application - Erection of a new processing facility, waste water treatment plant and gatehouse with associated car park and service yards, two vehicle access points, drainage swale and landscaping.

Location: Land to the South of Eye Airfield and East of the A140.

* + 1. Application: DC/17/05880 Proposal:

Full Planning Permission - Removal of hedgerows, trees and associated vegetation in association with Development Consent Order.

Location: Adjacent to and between Old Norwich Road and the A140 (Easting 612501, Northing 274839) and land adjacent to and West of Leys Lane, North of Yaxley and South of the Leys (Easting 611745, Northing 274963), Yaxley.

* + 1. Application Number: DC/17/05882

Proposal: Application under Section 73 of the Town and Country Planning Act for variation of Condition 3 relating to 3803/16 Materials)

Location: Land Adj Linden Lea, Mellis Road, Yaxley, IP23 8DA

* 1. Planning decisions:
     1. Approved:
        + Application Number: DC/17/04028

Proposal: outline planning application (access to be considered) – Erection of 2 No dwellings and garages.

Location: Conifers, Mellis Road, Yaxley IP23 8DB.

* + - * Application Number: DC/17/05082

Proposal: Erection of No. 1 dwelling with detached garage, alterations to access, parking and turning area and replacement agricultural access.

Location: Land adj. to Arch Haven, The Street, Yaxley, IP23 8BJ.

* + - * Application Number: DC/17/05749

Proposal: Householder Application - Erection of a single storey extension Location: 15 Maple Close, Yaxley, Eye, Suffolk IP23 8DQ

* + 1. Refused:
       - Application Number: DC/17/04605

Proposal: erection of 10 dwellings (including 6 affordable), 2 flats and one retail unit.

Location: Land off Cherry Tree Close, Yaxley.

* 1. Withdrawn: None.
  2. Appeal by: None.

1. Play area:
   1. To receive Play Area Inspection Report.
      * + Councillor Wright was willing to carry on until the next meeting.
        + It was agreed the Clerk should chase up the swing seat which needed to be replaced. **Action: The Clerk.**
        + Councillors thanked Councillor Feaver for the repairs that he had made to the slide.
   2. Annual Play Inspection Report.

* Nothing to report.

1. Yaxley Cemetery:
   1. To consider inspection report - Councillor J Hawes.

* All was in order and the monuments were safe. The hedges were neat.
* Mr Newcombe had quoted £70 per cut for 9 cuts this year. There was no increase from the quotation last year. It was agreed to accept this price for the work. **Action: The Clerk.**

1. To receive Councillor’s reports.
   1. Councillor Luff – EPR.

* Nothing to report.
  1. SALC.
* Nothing to report.
  1. Councillor Moore - Yaxley Town Estates Fund.
* There had been no meeting because of illness.

1. AOB - Any items raised earlier but not for an extended discussion or decisions and items for inclusion at the meeting on 24th January 2018.

* it was agreed that the Clerk should report a pothole on Castleton Way at the entrance to Eye Airfield. **Action: The Clerk.**
* There had been 2 burglaries in the village.
* The Drax power station will operate for 1,500 hours per year and this had not been previously mentioned. There will be work at night and noise from both the power station and the chicken factory. It may be appropriate to comment to Mr Butler on the acoustic wall which was a material change.
* One post had rotted through on the Maple Close sign. It was agreed to report this. **Action: The Clerk.**

Meeting closed at 9:32 p.m.