**Minutes of the ANNUAL PARISH MEETING**

**Held on Wednesday 6th June 2018 at 7.30 p.m.**

**in Yaxley Community Centre.**

**Present:** Councillors A Luff, Feaver, Hall, Moore, Wright, Hawes, District Councillor D Burn, County Councillor J Fleming and P Freeman Parish Clerk.

No members of the public.

1. **Apologies.**

* Councillors Pawsey, Fisher and I Luff.

1. **To approve the Minutes of the Annual Parish Meeting 31st May 2017.**

* The minutes of the last meeting were agreed as a true record and were signed by the Chair, proposed by Councillor Hawes and Councillor A Luff.

1. **Matters Arising from the Minutes.**

* None.

1. **Brief talk by David Finn from the Bury St Edmunds Volunteer Centre -community transport and car services.**

The provision for Yaxley residents of a transport service to Diss and Eye on a regular basis

However, it must be clear that we are not a bus replacement service, we do not run large buses, we do not have a published timetable, nor can concessionary passes be used on our service. We are however a reliable, safe and very well used community transport provider and we have been operating community transport for over 30 years in Suffolk. Last year we provided just over 29,000 journeys to people in Mid Suffolk and Ipswich. We are contracted to Suffolk County Council for a 5-year period (2016-2021) to provide these services.

We provide demand led door to door transport. Historically we have been in place to provide transport to those people who are not able to use a commercial bus because of mobility issues but more recently we have adopted our services to include those who are isolated either through not having access to their own vehicle or where bus routes are infrequent or non-existent. The service is open to all ages, families and small groups of friends

We offer 2 distinct services; the first service is a people carrier vehicle (7 seats) which people can book up to 2 weeks in advance and there is a fare structure depending on the mileage travelled. Up to 5 miles is currently £2.20, over 6 and up to 9miles is £3.00, over 10 to 16 miles is £3.70. Passengers pay the driver on the day either in cash or by using their travel vouchers. This service is for shorter local journeys.

The other service is a community car, this is where a volunteer driver drives their own vehicle this would typically (but does not have to be) longer journeys such as trips to hospital appointments etc. Fares are charged at 45p per mile plus £1 booking fee per single journey plus VAT. Passengers would pay for the total mileage for the volunteers journey including their mileage to get to the passenger and return home. This

e fares are paid on receipt of invoice which is sent on the 10th of the following month that the journey took place

.

It’s the first service that seems ideal for the people of Yaxley and when we have 3 or more people wanting to travel together from the same place onto another single place then we can establish a regular booking so passengers do not have to book every week they only have to contact us if they want to cancel their seat.

Looking at our current demand we can fit in a regular journey to Eye on a Friday and possible to Diss on a Monday and Wednesday, we may possible be able to offer a Diss journey on a Friday to co-inside with market day, but this is not possible in the short term at least.

If you are able to share the potential passengers names and contact details we can contact them direct to both explain what we can offer and to get them registered with us (no cost) or I am happy to come to Yaxley and speak to small group with yourself so I am able to explain in detail and answer questions people may have.

Finally, we also have a 15-seater minibus that would be available to hire to groups such as the Parish Council (also Local Charities, groups and Schools) if you were looking to set up any one-off day trips for your residents or a regular service into Diss or somewhere else

1. **County Councillor’s Report: Cllr Jessica Fleming.**

Councillor Jessica Fleming, Hartismere Division, Suffolk

[Jessica.fleming@suffolk.gov.uk](mailto:Jessica.fleming@suffolk.gov.uk) Tel: 07714-597980 Twitter: @jesstfleming

**State of the County** – Districts and Boroughs in Suffolk are taking steps toward joining together (an East Suffolk Council ‘super-district’ was recently approved by Parliament) and a West Suffolk District is anticipated. The County has a new Chief Executive (Nicola Beach) as of 21st May, and a new Leader (Mathew Hicks) who took office on 24th May.

**Budget** – The Council continues to be fiscally solvent but is under increasing pressure as the revenue support grant reduces. Our contingency reserves are about £40m, however Adult Social Care and Young People’s Services (not education) take about £370m of our total current £498m annual budget. We have raised general council tax this year by 2.99% for the 1st time in 7 years and adopted an Adult Social Care precept which will continue until 2020.

**Highways** - Suffolk Highways established regional customer service centres at Rougham, Halesworth and Ipswich during 2017. The web-based reporting system is now in place for potholes and drainage problems. More money has been allocated to pothole repairs during 2018. Report a defect <https://highwaysreporting.suffolk.gov.uk/> Check roadworks - <https://roadworks.org/>

**Home to School Transport –** Consultation has recently closed aboutproposals to change the way Home to School Transport is supported in the County, the main changes would limit free transport to the nearest geographic school (rather than catchment) and remove subsidy for post-16 transport. The results of the consultation are under review, changes will be decided this summer.

**Local Transport** – Some commercial bus operators have reduced services over the past year, but Community Transport can offer an alternative. The Council sponsored Connecting Communities offers minibus and in some areas community cars. Contact Bury St Edmunds Volunteer Centre on 01284 766126 to arrange transport, or to volunteer as a local car driver.

**Level Crossing Closure Plans -** Network Rail initially considered changing or closing 31 ‘low-priority’ level crossings (mainly rights-of-way, agricultural or private) in Suffolk. However, following a two-year consultation and review process 23 remain targeted for closure/ diversion, including S16 – Gislingham, S17 – Paynes, S18 - Cow Pasture Lane, and S21 – Abbotts. For the latest information and Inquiry Programme see <http://suffolk-level-crossings.persona-pi.com/>

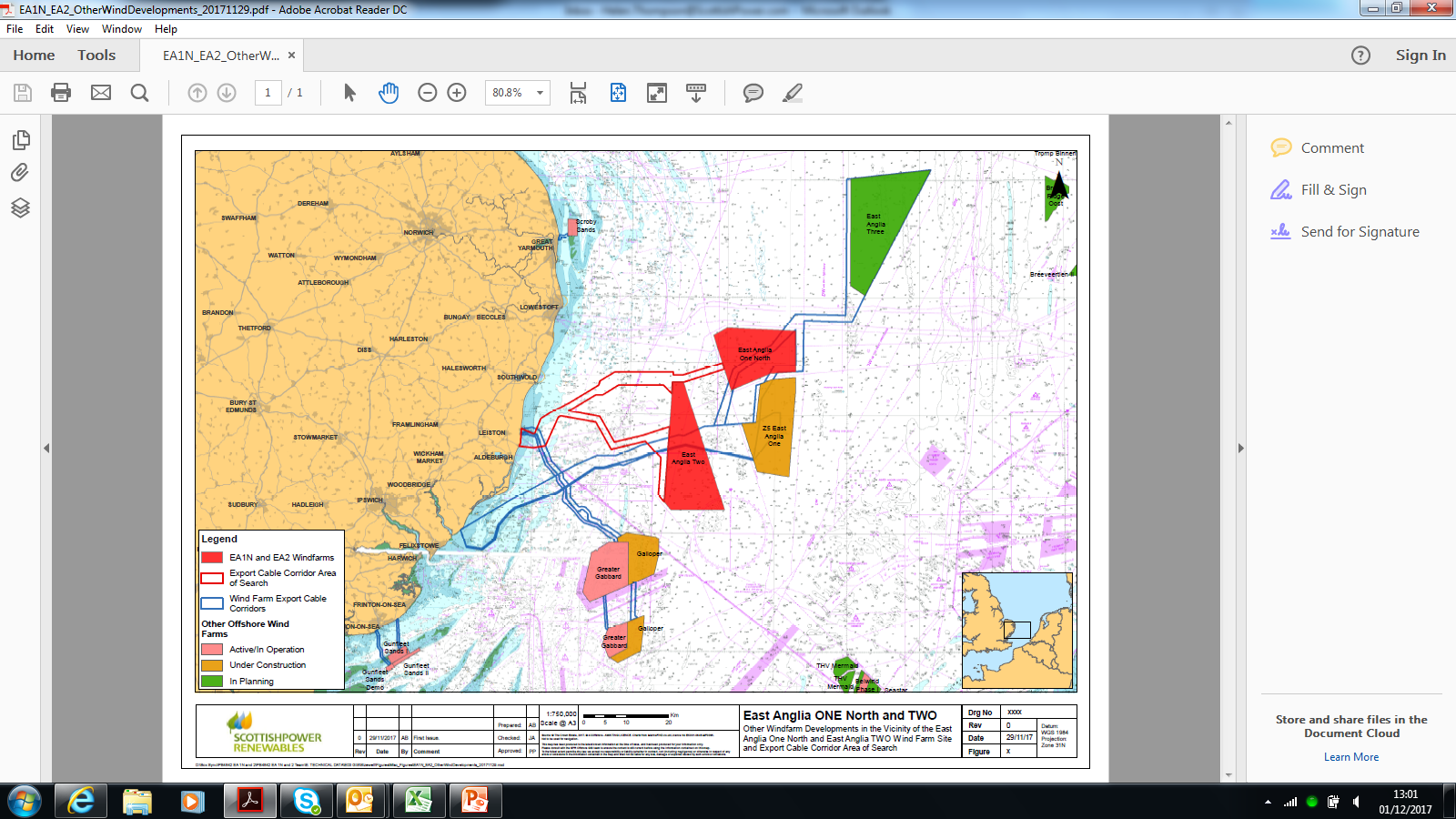
**Planning, Roads and Major Projects** - Locally, the County Council advises and comments on District residential planning applications and Neighbourhood Plans but decides School and Road projects. Two new roundabouts are planned on the A140 near Eye were presented to local communities in early 2018, the details of these are not final and remain open for comment.

A study for constructing a continuous footway to Mellis Primary School was completed in early 2018 and is under consideration; cost, drainage and managing underground utilities being the main issues.

Over the past year the Council received Government support for several major projects including The Orwell River Crossings in Ipswich, the Lowestoft Third River Crossing, and The Hold - a new historic records repository in Ipswich. An image of the Orwell Crossings scheme follows:



SCC continues to participate in national energy projects, such as Sizewell C, the Eye Airfield Gas Fired Power Plant (likely to go ahead in 2019), and Scottish Renewables’ offshore wind farms (see below):



Anglia Three (green) received planning approval in 2017 and will commence in 2022, Anglia One, Two and One – North are at various stages of planning and construction. These projects all demand major supporting infrastructure such as power cables and grid connections in East Suffolk, many areas of which are in environmentally sensitive locations.

If you have comments on this report or other matters, please get in touch as I would like to hear your views. Thank you for your support over the past year, it has been a pleasure to represent

1. **District Councillor’s Report: Cllr David Burn.**

I’m very aware that the workings of local government can be very uninteresting to the residents who receive its services. Deciding what to include in this annual report is therefore quite difficult. I’m not going to attempt a summary of all that has taken place at the council in this very busy year but here are a few snippets that I am presenting simply as…

HAPPENINGS AND OTHER ITEMS OF POSSIBLE INTEREST: • Mid Suffolk District Council completed its move from the Needham Market HQ to Endeavour House in Ipswich, as did Babergh DC from theirs in Hadleigh. Endeavour House is also the home of Suffolk County Council and the Clinical Commissioning Groups. o Nearly all MSDC’s furniture was surplus to requirements in the new home and much of it was donated to local charities and community groups of pretty much everything else was moved to Ipswich, from the entire IT system down to staplers and stationery. o To save space, some 1.2 million documents were scanned. o I would guess that about 60% of staff now work from Endeavour House; the rest are usually out on site-related work or work from home. Everyone is assessed on performance, which is not dependent on when and where they do the work. o We have established a new Customer Access Point in Stowmarket for those few occasions when face-to-face contact is needed. o A new website has been launched, which contains more information than the old one and is easier to navigate. For efficiency – and thereby to save money – we are encouraging all our residents to use the website as the primary means of contact with the council. o When a phone conversation is necessary there is now a single number to call.

• The Boundary Commission for England is reviewing the ward boundaries in the district to achieve two objectives: o Reduce the number of councillors from 40 to 34. o Equalise the number of electors in each ward as far as possible. o Locally this is likely to add three new parishes, namely Braiseworth, Stoke Ash and Thwaite, to the existing five parishes in Palgrave Ward. o The new boundaries will come into effect from May next year.

• Recent publicity on ‘One Council?’: Remember the referendum in 2011 when Mid Suffolk residents voted to merge with our neighbour to the south, Babergh DC, but theirs voted against? When the votes were put together theirs narrowly won the day. o The merger therefore didn’t go ahead but integration of the two work forces did and we have been functioning more efficiently and at less cost as a result. o Over the years Babergh and Mid Suffolk have operated with increasing alignment. o We have drifted closer together to a point where it seemed logical to consider dissolving the two councils and re-forming as one. o This is what Forest Heath and St Edmundsbury to the west of us and Waveney and Suffolk Coastal to the east of us have already done (or are in the process of so doing). o But recently the Leader of Suffolk County Council has reopened the exploration of the Unitary Council idea for the area, combining the functions currently managed separately: the county council is responsible, for example, for education, social care provision and waste disposal in Mid Suffolk, whereas the district council handles, amongst others, licensing, waste collection and environmental health.

o Under the unitary system all the services required in a given area would be provided by a single authority. The area covered by a unitary authority need not be the whole county. o Until this unitary suggestion has been fully explored, Babergh and Mid Suffolk have put on hold the idea of becoming one council.

• Throughout the year our strategic planning team has been working on a new Joint Local Plan: o The Local Plan is the document containing the policies against which all planning applications are assessed and decided. This new Plan will be applicable in both Mid Suffolk and Babergh districts. o It will replace our 1998 Local Plan and our 2008 Core Strategy (reviewed in 2012). o Already there has been one public consultation and there will be another in the autumn before the Plan is submitted for examination. o The new complement of development site allocations that will form part of the Plan will enable the recovery of our much talked about 5-year land supply.

• Elsewhere on the Planning front: o Introduced fee structure for pre-application advice, which has so far yielded £88,000 income. o Introduced the Community Infrastructure Levy (CIL), which is paid on residential developments by the developer, except on strategic sites. It is an obligatory payment, which is used to mitigate the impact of the development on infrastructure such as schooling and local roads. o Neighbourhood Plans were introduced in 2011 as part of the Localism Act. They sit on top of the Local Plan and allow a parish/town council to devise a set of policies on development that add detail those in the Local Plan and have the same statutory weight. o So far only Mendlesham has taken its NP through to adoption but there are 16 others in various stages of preparation. Stradbroke’s will be the next to be adopted and Laxfield and Fressingfield are the latest ones to embark on the journey. o Most notable, of course, is the Diss and District Neighbourhood Plan, a venture started las August involving seven parishes, three of which – Palgrave being one – are on the Suffolk side of the boundary. We believe this is the first NP to be cross-county.

SIGNIFICANT LOCAL PLANNING APPLICATIONS: • Cranswick Chicken – £50 million investment in a state-of-the-art processing factory on Eye Airfield, representing a relocation of their existing factory at Weybread. 750 jobs. Permission granted • Andrew West – eight 91x23 -metre broiler rearing sheds with a capacity of 350,000 birds at Brome on land south of Church Farm, accessed via Nicks Lane. Permission granted recently. • BP – Filling Station and associated convenience store with McDonald’s drive-thru and restaurant in the parish of Stuston at what is known as the Scole roundabout. Not yet determined but is provisionally scheduled to be decided by the planning committee on 6 June 2018. • Progress Power/Drax – gas-fired power station at Eye Airfield and associated substation in Yaxley; this was substantially approved in August 2015. A lot of preliminary work has been carried out this year, including archaeological investigations at both the airfield and Yaxley sites. Also hedgerow reduction and scrub clearance where the temporary junction with the A140 for substation construction traffic will be. Construction work proper will begin when the company succeeds in getting a contract to supply electricity at the annual capacity market auction, held in December. They have failed to gain a contract at the last three auctions but if successful next December, construction work is likely to begin early in the new year. • Mr & Mrs Paul Yaxley – change of use to wedding venue at Marsh Farm, Thrandeston. Permission was granted on 25 April 2018. David Burn, 23-May-18.

1. **Yaxley Parish Council Report: Cllr Pawsey.**

The Parish Council continues to maintain Yaxley village affairs to a secure and safe standard.

Yaxley allotments still have long-term tenants but need more plots taken up to help raise the profile and cover financial expenses that are being subsidised by the Parish Council. The main aim is to provide allotments for the Parish.

The adoption of Cherry Tree Close roads has made no progress despite numerous angles of approach. This will be a matter for further action.

The Play Area is maintained in good order and used on a regular basis.

The Yaxley Emergency Plan is now complete with the Community Hall being the main refuge hence equipped with a food store and adapted for generator conversion. Many thanks to Councillors I and A Luff for completing a very extensive project.

The village has its own Vehicle Speed Activated Sign which is repositioned between 3 posts within the village speed limits.

Positive research has been carried out regarding a public footpath between Yaxley Village and Mellis, but the expense far outreaches finances available at present but further investigation continues.

A new written agreement between Yaxley Parish Council and Yaxley Community Hall Committee stating the Community Hall Committee’s commitments regarding the Community Hall, Community Hall car park and field has been agreed and signed by both parties. Yaxley Parish Council appreciates the Community Hall Committee’s hard work in maintaining the social activities and structure of the village while facing pressures from legal conformities.

A Defibrillator for general use is fitted on the front wall of the Cherry Tree Public House and many thanks to the landlady for permission to do so.

I would like to thank Philip Freeman, for his outstanding role as Clerk, Julian Moore for his support as Vice-Chairman and all Parish Councillors for making a strong Council.

Keith Pawsey (Chairman of Yaxley Parish Council.)

The meeting thanked Councillor Pawsey for all he has done as Chairman of the Parish Council and for Yaxley. Councillors Fleming and Burn asked that their good wishes should be passed on to him for his recovery.

1. **Yaxley Parish Council Report & Accounts.**

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| **Receipts** |  | 2016/2017 |  | **Payments** | |  | | 2016/2017 | |
|  | Precept | £5,250.00 |  |  | | VAT | | £6,171.59 | |
|  | MSDC Grant | £66.75 |  |  | | Clerk's Pay | | £2,108.17 | |
|  | Burials | £155.00 |  |  | | HMRC - PAYE | | £525.80 | |
|  | Rental Allotments | £350.00 |  |  | | Clerk's Expenses | | £116.63 | |
|  | Rights of Way/Rentals | £912.08 |  |  | | Postage, stationery etc | | £58.50 | |
|  | Grants for Project on Yaxley Community Hall | £22,511.02 |  |  | | Cemetery Upkeep | | £560.00 | |
|  | Interest | £2.07 |  |  | | Subscriptions | | £351.86 | |
|  | Recycling Credits | £691.78 |  |  | | Insurance | | £484.12 | |
|  | VAT Refund | £4,400.99 |  |  | | Audit Fee | | £124.00 | |
|  | Other Income | £1,000.00 |  |  | | Allotments | | £105.99 | |
|  | Total | £35,339.69 |  |  | | Election | | £0.00 | |
|  |  |  |  |  | | Section 137 | | £0.00 | |
|  |  |  |  |  | | Donations | | £1,111.54 | |
|  |  |  |  |  | | Playground | | £61.29 | |
| **Balance:** |  |  |  |  | | Capital Works: Project on Yaxley Community Hall | | £29,668.85 | |
|  | 2017 |  |  |  | | Community Centre | | £1,582.00 | |
|  | £35,339.69 | Receipts |  |  | | Other Expenditure | | £501.99 | |
|  | -£43,532.33 | Payments |  |  | | Total | | £43,532.33 | |
|  | -£8,192.64 | Balance on Year |  | |  | |  | |
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| **Bank Reconciliation:** | |  |  |  | | **Funds in hand:** | | 31/03/2017 | |
| Balance at 31 March 2016 | | £14,471.56 |  |  | | Cheque Account | | £4,859.74 | |
| Less unpresented cheques | | £0.00 |  |  | |  | |  | |
| Income 2016/2017 | | £35,339.69 |  |  | | **Assets:** | |  | |
| Expenditure 2016/2017 | | -£43,532.33 |  |  | | Deposit Account | | £5,569.06 | |
| Unpresented cheques | | £4,149.88 |  |  | | Total = | | £10,428.80 | |
|  |  | £10,428.80 |  |  | |  | |  | |

1. **Yaxley Town Estates Fund Report & Accounts: Cllr Moore.**

The Yaxley Town Estate Charities were set up in 1926 for the poor, sick and school leavers. They are no longer registered charities and are combined into Yaxley Town Estate Fund. The fund is administered by six trusties three from the parish council and three co-opted from the parishioners. The trustees every December administer the fund. The main aim of this fund is to give to pensioners living on their own, the sick and the bereaved, who have lived in the village for over five years. The fund is held in a savings account. The interest on this is used to buy gifts for the chosen recipients each year. The trustees unable to hold a meeting in December 2017 due to ill health. It is hoped we can meet in early December 2018 to administer the fund.

S**ummary of Finance**

Income:

Interest - £0.25

Payments - £0.00

1. **Yaxley Community Centre Committee Report & Accounts: Mrs Tess Thomas and Mrs Celia Armstrong.**

1. **Financial report as at 9th May 2018**:

Current Account: £1571.32

Business Account: £9113.64

Cash: £99.57

2. **Expenditure:**

The Management Committee decided that the interior decor of the community centre was in need of refurbishment and identified the following areas for improvement:

a. Redecoration of the interior of the hall.

b. Purchase of new chairs.

c. Purchase of blinds for the windows.

d. Purchase a new cooker.

We applied for and received a grant of £800 from Cllr Fleming's Locality budget and £1750 from Cllr Burn's Locality budget giving a total of £2550. We would like to take this opportunity to thank both Cllr Fleming and Cllr Burn for their very welcome contribution and their ongoing support for the community centre.

Following the receipt of three quotes, we decided to accept the quote from RJT Maintenance of £2175 and the redecoration of the hall was carried out to a very high and satisfactory standard. The remaining £375 from the Locality budget grants will help to pay for the blinds.

An order has been placed to purchase and fit blackout blinds to all the windows and these will be fire retardant in accordance with Fire Regulations at a cost of £575.

We applied for a grant from the Suffolk Community Foundation and were awarded £2948 for which we extend our heartfelt thanks. This grant will cover the cost of 100 new chairs which have been ordered from Alpha Furnishing Ltd for a total of £2820. The remaining £128 of the grant will help to pay for the blinds.

We estimate the cost of a new cooker will be in the region of £400 and we intend to apply to Baber & Mid Suffolk District Council for the award of a minor grant to cover this expenditure.

3. **Proposed Future Expenditure**:

Following an Energy Efficiency Report carried out by Suffolk County Council, the committee have decided to apply for funding from the Wind Turbine Fund to replace the existing, inadequate heaters in the hall. We will need to demonstrate the energy efficiency gains from the new heating and have requested a quote for this work to be carried out prior to any application for funding being made.

We plan to purchase a new carpet for the stage area.

4. The committee discussed the new agreement between the Management Committee and the Parish Council valid for 10 years and this was agreed, signed and returned to the Parish Clerk.

5. Bookings remain healthy and the following events are planned for 2018:

Summer Fete 23rd June.

Strawberry Tea 1st July

Harvest Supper 5th October

Halloween Party 27th October

Quiz night 15th September

Soup Lunch 17th November

Christmas Fayre 2nd December

Christmas Bingo 7th December

6. Unfortunately we have to report a recent episode of vandalism to the community centre. Sacks of rock salt were opened and thrown around and a glass panel on the fire door at the rear of the hall was damaged.

7. Routine maintenance is ongoing, and we have received a quote to replace the guttering along the front wall of the building at a cost of £175. We have arranged to replace the broken glass in the fire door.

8. We were fortunate in welcoming several new members to our committee and now have a total of eleven committee members who are also Trustees of the charity and we are in the process of amending our Constitution in accordance with the Charity Commission's guidelines.

Tess Thomas - Chair

Celia Armstrong - Chair May 2018

1. **Reports from other local groups and organisations.**
   1. Yaxley PCC – Mr I Luff

2017 saw many positive developments in the life of the Parish despite the difficult backdrop of the considerable financial strain and serious threat to the fabric of St Mary’s Church caused by the theft of lead from the south roof of the Church in November 2016.

Tireless effort from Julian Moore, Bob Feaver and others has resulted in temporary repairs to the roof being carried out and a strategy being put in place both to affect a permanent repair and correct other problems with the structure of the building. The necessary work identified so far could amount to a possible repair bill of £100,000. This is an enormous sum which can only be met fully through application for external grants and this process has been commenced. A Faculty lasting until 14th July 2019 was obtained to give permission to carry out repairs to the roof and a Building Sub Committee of Yaxley PCC was formed in August. This will manage the project in conjunction with a professional architect and structural engineer and co-ordinate applications for funding. A structural survey of the building was commissioned and carried out in the early autumn but, owing to the very sad death of the structural engineer, Mr Brian Moreton and the retirement of our architect the survey process has had to be re-started and another architect needs to be found. The PCC Building Sub-Committee, consisting of Rev Julia Lall, Julian Moore, Bob Feaver, Nick Roche, Andrew Martinelli and Ian Luff continues to move ahead with the project as quickly as possible aided by fund raising from parishioners. The difficulty is compounded by the fact that protection of a bat population in the church necessitates the roof works taking place exclusively in the autumn, so time is of the essence. Fortunately this restriction does not apply to other works on the church. On the bright side, Mr and Mrs Wall, former landlords, of the Cherry Tree held a fund-raising week in February 2017 which raised a £1000 and many other village events donated all or half of their proceeds to the repair fund. These gifts are gratefully acknowledged and more would be welcomed. Some people have generously responded to the appeal for funds placed in ‘The Messenger’ but the reality is that many more responses are needed to secure the fabric of our exceptional village church.

The Reverend Eleanor Goodison departed for pastures new in the middle of the year; we wish her well and thank her for all her work in Yaxley. In September the Reverend Julia Lall was installed as Rector by the Suffragan Bishop of Dunwich the Rt Revd Dr Mike Harrison and the Archdeacon of Suffolk, the Venerable Ian Morgan at a benefice service at All Saints Church, Thorndon.

Regular Sunday services continued at Yaxley during the year with Holy Communion services being held monthly. The ‘Messy Church’ Initiative, involving activity worship aimed at younger parishioners and their parents, was launched during the latter part of the year and is held in the Village Hall monthly. Attendance is building. The Parish also continues to work to support the benefice ‘Germinate’ initiative. As usual the Christmas Carol Service proved a great success in attracting a very large number of villagers into St Mary’s and reinforcing the true meaning of the festival to many who may not otherwise come to church.

Julie Hammond resigned as secretary to Yaxley PCC in the spring and we would like to acknowledge all her hard work in the past. She was replaced as secretary by Ian and Amanda Luff who were co-opted onto the PCC and will hold the post jointly. The PCC now consists of: Reverend Julia Lall, Julian Moore , Anne Pawsey, Bob Feaver, Louise Clifford, Pauline Smith, Jane Mould, Amanda Luff and Ian Luff

A number of successful fund-raising events took place throughout the year and the PCC extends its thanks to all those – particularly Mrs Pauline Smith - who have worked hard to bring about that success, particularly in respect of the Harvest Supper, Soup Lunch, the Strawberry Tea, the Christmas Fayre, the Sponsored Cycle ride, the yard sale, the ‘Festival of Weddings’ and the consistently bright flower displays in the church.

The PCC gives thanks to God that this ancient and beautiful church building continues to be a focal point of Christian worship in our village as it has for so many past generations of the people of Yaxley.

Ian Luff

Yaxley PCC Secretary

1. **The Registration of the Allotment Land.**

Update from Beth Wilson of Steele’s Solicitors:

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.

1. **Yaxley Community Centre Agreement**

Due for renewal on 19th April 2028

1. **Any Other Business**

* None.

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

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