**Minutes of the Meeting of Yaxley Parish Council held on 7th April 2021**

**at 7.30 p.m. by video conferencing.**

**Present:**

Councillor J Moore Councillor I Luff Councillor K Pawsey.

Councillor J Hawes Councillor C Wright. Councillor A Luff

Councillor N Young Councillor J Laughlin

District Councillor David Burn

P Freeman Parish Clerk.

No members of the public.

1. Apologies for Absence.

* Councillor R Hall and County Councillor Jessica Fleming.

1. Chairman’s Opening Remarks.

* The Chairman welcomed everyone to the meeting.
* The Chairman confirmed he will not stand for re-election as Chairman at the Annual Meeting of the Parish Council.

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

* None.

1. Minutes of the Previous Meetings.

* The minutes of the previous meeting were agreed as a true record, proposed by Councillor Pawsey and seconded by Councillor A Luff.

1. Matters arising from the minutes:

**Action Points:**

Notes on the action are in red.

* Mr Martinelli has suggested that a time capsule with memories of the past year is prepared and it could be located in the area at the well seat. It was agreed to consider this suggestion at a future meeting. **Action: The Clerk.**
* Investigate grant funding for a borehole on the allotments and invite a consultant to visit the allotments to discuss the cost of a borehole. **Action: The Clerk.**
* Play Area: **Action: The Chair.** 
  + Ask Mr Tubey for a quote for repairs to the play area
  + New chain for the play area equipment
  + It may be necessary to find someone else to carry out repair work on the play area and if any Councillors know of anyone they should pass on the name to the Chairman. **Action Councillors.** Quotations are to be requested from local people who could carry out the work.
* The Clerk will contact Mr Mills to ask him to monitor the area that is no longer in use as allotments and alert the Clerk when the area needs to be cut. **Action: The Clerk.** Completed.
* The Clerk will contact Mr Newcombe about continuing the contract for grass cutting etc. **Action: The Clerk.** Completed.
* The Clerk will divide the income from the recycling credits between Yaxley Parochial Church Council and Yaxley Community Centre. **Action: The Clerk.** Completed.
* The Clerk will pass on that the new development on Cherry Tree Close should be called Cuckoo Close. **Action: The Clerk.** Completed.
* The play area bench will need to be vanished and the Clerk will contact the family who presented it. **Action: The Clerk.** Completed.

1. Notification of any urgent business.

* None.

Meeting closed at 7.40 p.m.

**Public Forum.**

Report from District Councillor David Burn:

* JOINT LOCAL PLAN SUBMITTED FOR EXAMINATION  
  It was in 2016 that Babergh and Mid Suffolk councils agreed to prepare a Joint Local Plan that would replace Mid Suffolk's Local Plan of 1998 and its Core Strategy of 2008 and its Focussed Review of 2012. For some time now it has been difficult to apply the full range of development control policies when determining planning applications because the National Planning Policy Framework has deemed a number of them to be out of date.  
  A huge amount of work goes into preparing a local plan and you will remember that last November a consultation was launched for the pre-submission version of the Plan. It closed on 24 December and since then the planning policy team has been collating the responses and finalising the supporting documents.

I am extremely pleased to be able to tell you that the final Plan, all the latest consultation responses and the huge evidence base that supports it were submitted to the Planning Inspectorate to undergo its formal examination. The timetable for that is not within our control but the hope is that we will be able to adopt the Plan by this time next year.

It will then become the blueprint for how both districts will balance the delivery of housing growth, the size of which is set by government, important infrastructure and essential employment, while safeguarding our natural and historic environment until 2037.

* FUNDING BOOST FOR OUR LEISURE CENTRES  
  You may have seen the recent announcement that Government has allocated £100 million to a National Leisure Recovery Fund designed to allow leisure centres to plan reopening with certainty from 12 April for individual socially distanced use, provided Covid circumstances at that time permit. It forms part of the Government's commitment to 'building back fitter' and will be managed by Sport England.  
  The allocation will cover 266 local authorities in England who have outsourced, publicly owned leisure centres and gym facilities. It takes the total Government contribution to local government finance to over £6 billion for the course of the pandemic. Our share will be £375,000. I think this is across both Mid Suffolk and Babergh District councils. Babergh has a couple of leisure facilities and Mid Suffolk also has two, the larger one in Stowmarket and the other in Stradbroke.

In a discussion with Councillor Burn the following points were made about a text message complaining about riding lessons taking place at Yaxley Manor:

* The Chairman had received a text message from a parishioner who has now moved out of the village.
* The Clerk contacted the owner of the riding stables at Yaxley Manor House on Mellis Road about the planning permission for riding lessons.
* Councillor Burn explained that a new planning application would be needed, and that enforcement of previous conditions is a remedy for a problem. The remedy in this case would be to obtain planning permission for what they would like to do. Councillor Burn offered to follow this up. **Action: Councillor Burn.**
* There was a suggestion that the original condition was made because of a potential parking problem on the Mellis Road.
* There is a further potential problem where horse riders join the Mellis Rd from the entrance to the stables.
* The aim is to remedy the situation not to take punitive action.

Report from Councillor Jessica Fleming, Hartismere Division, Suffolk

* [Jessica.fleming@suffolk.gov.uk](mailto:Jessica.fleming@suffolk.gov.uk) Tel: 07714-597980 Twitter: @jesstfleming
* **COVID-19 LTF Testing *–*** The rapid lateral flow testing centres in Suffolk including Elmswell, Stowmarket and Eye Town Hall are being scaled back as the focus changes towards home testing.If you do home test, please dispose of test kit in the black bin, do not recycle! To book a test centre slot, visit: [COVID-19 testing in Suffolk if you don't have symptoms | Suffolk County Council](https://suffolkgrowth.us10.list-manage.com/track/click?u=087879d667caa7b4977f8a451&id=bd45bfa224&e=eee6f150b2)
* **Government Grants –** For current financial support for businesses during coronavirus please visit: [Financial support for businesses during coronavirus (COVID-19) - GOV.UK (www.gov.uk)](https://suffolkgrowth.us10.list-manage.com/track/click?u=087879d667caa7b4977f8a451&id=702b3e8442&e=eee6f150b2)
* **Suffolk Growth Partnership -** Suffolk Growth are organising and facilitating a range of events and training opportunities throughout 2021/22. We welcome attendance from public and private sector to help develop tangible actions that can address the challenges and opportunities in revitalising the economy across Suffolk**.** Email [info@suffolkgrowth.co.uk](mailto:info@suffolkgrowth.co.uk) to register interest.
* **Bus Timetables –** Some minor changes have taken place for some services, otherwise buses continue to run as scheduled. The County Council plans a full review of bus services in summer 2021. To view bus timetables, visit [www.suffolkonboard.com](https://www.suffolkonboard.com/buses/bus-timetable-updates/)
* **Automatic Number Plate Recognition Programme** - Suffolk County Council in partnership with Suffolk Constabulary (the Suffolk Roadsafe Partnership) will trial use of ANPR cameras to tackle speeding hot spots across the County as part of a 2-year pilot. An ANPR camera could be installed at a site where there is a problem with speeding and/or rat-running on roads with a 20 or 30mph speed limits. Repeat offences at a particular location could prompt the deployment of SafeCam (the Police’s enforcement team) and fines.  Information can be found at the [Partnership website](https://www.suffolkroadsafe.com)
* **Suffolk Design: Streets Guide -** A consultation on the draft [Street Design: Street Guide](https://suffolkgrowth.us10.list-manage.com/track/click?u=087879d667caa7b4977f8a451&id=f565b23f67&e=eee6f150b2) was held between December 2020 - February 2021- a report of this consultation will be published when the Streets Guide is presented to Suffolk County Council’s Cabinet.

Meeting reopened at 7:50 p.m.

1. Correspondence received.

* Various documents from SALC.
* Emails from Community Action Suffolk.
* Town and Parish Council Newsletter.
* Various emails from the Highways Department Suffolk County Council.
* Clerks and Councils Direct.
* COVID-19
* Text from Mr Harvey.

1. Yaxley Allotments:

* Update on allotment gardens and tenancy agreement.

1. Report on the number of vacant plots = 19.
2. Update on long term strategy for Yaxley Allotments:
   * + There has been no further action on the plans for installing a water supply. There was a suggestion that it could be obtained from the water main at Mr Hammond’s farm and it was agreed that the Clerk should contact Mr. Hammond to discuss this. **Action: The Clerk.**

* Unused plots:
  + Nothing to report.

1. Finances and financial report.
   1. Balances on Accounts: 26th March 2021.
      1. Current account: £2,380.06.
      2. Deposit account: £5,596.81

* Councillors noted the bank balances.
  1. 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 and included a bank reconciliation.
* There were no questions from Councillors.
* Reminders have been sent for the outstanding invoices.
  1. Clerk’s Contract and Holiday Allowance:
* The Clerk had circulated background information on a holiday allowance for the work he does for the Parish Council. It appears that he should have been paid a holiday allowance for some years.
* In addition, his employment contract needs to be updated.
* The Clerk had obtained a model contract from the National Association of Local Councils and this will be considered in the future.
* It was agreed that the Clerk should be paid a holiday allowance, and this had been calculated using the Government website. He suggested that one year’s back pay was a reasonable settlement, and he will write to the Chairman to confirm this. **Action: The Clerk.**
* The holiday allowance was agreed, proposed by Councillor Young and seconded by Councillor Moore.
* The settlement of the back pay was also agreed, proposed by Councillor Hawes and seconded by Councillor Pawsey.
* The Clerk will send the proposed new contract to Councillors. **Action: The Clerk**.
  1. Annual accounts.
* End of year accounts had been circulated to Councillors and these will be considered at the next meeting.
  1. To authorise cheques for signature:

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

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| --- | --- | --- | --- | --- |
| **Payee** | **Details** | **Cheque Number** | **Amount** | **Power** |
| P Freeman | Clerk’s Pay and Expenses |  | £346.20 | LGA 1972 S112 |
| HMRC | PAYE |  | £86.40 | LGA 1972 S112 |
| Yaxley PCC | Donation |  | £199.94 | LGA 1972 S111 |
| Yaxley Community Centre | Donation |  | £199.94 | LGA 1972 S111 |
| K Pawsey | Water for the allotments |  | £22.00 | LGA 1972 S111 |
| David Newcombe | Grass cutting burial ground, well seat and village sign |  | £75.00 | LGA 1972 S111 |
| SALC | Membership Subscription |  | £267.00 | LGA 1972 S111 |

* It was unanimously agreed to pay the invoices listed above, proposed by Councillor Wright and seconded by Councillor A Luff.
  1. Requests for financial support: none.
  2. Receipts:
     1. PH Hammond Annual Rent: £890.60.
     2. Workwear: £120.00.
     3. Interest: £0.14.

1. Highways:
   1. Bend by the Cherry Tree Public House.

* A letter about the proposed work had been received on the day of this meeting and it is hoped that it will be completed in the near future.
* There was a discussion of the speed limit on Eye Road.
* Councillor Young had attended a police meeting and there is an opportunity to register interest for a speed camera in Yaxley. It was agreed the Clerk should contact Councillor Fleming. **Action: The Clerk.**
* There was a discussion of a local speed enforcement unit and it was agreed that the Chairman will include information about it in the Yaxley Messenger. **Action: The Chairman**

1. Planning:

* Councillor Burn offered to investigate the area which has been sold as employment land and is adjacent to the Cranswick Processing Plant. **Action: Councillor Burn.**
* There is no further information about the retail outlet by the southern roundabout.
* There was a discussion of the surface of the road on Castleton Way which is in a poor condition and needs repair. Councillor Burn will discuss this with Councillor Fleming. **Action: Councillor Burn.**
  1. Applications
     1. Application for Planning Permission **-** DC/21/01115

Proposal: Full Application - Severance of garden and erection of 1No 4 bedroom detached bungalow and single garage.

Location: Reed Cottage, Church Lane, Yaxley, Eye Suffolk IP23 8BU

* There was a short discussion of the application and some concern was expressed about possible flooding.
* There have been two public comments on the application.
* There have been no objections to it.
* Councillors agreed to support the application, proposed by Councillor Pawsey and seconded by Councillor Young.

1. Applications – no decision:
   * 1. Application for Planning Permission - DC/21/00610

Proposal: Planning Application. Installation of Roof Mounted Solar PV

Location: Cranswick Country Foods, Cranswick House, Oaksmere Business Park, Eye Airfield Industrial Estate Yaxley Eye

* + 1. Statutory consultation on proposals for Sunnica Energy Farm.
    2. Application for Reserved Matters - DC/20/05028

Proposal: Application for approval of reserved matters following outline approval DC/20/00786

Town and Country Planning (Development Management Procedure) (England) Order

2015 - Appearance, Landscaping, Layout and Scale for the Erection of 2No detached dwellings

Location: Land Off, Cherry Tree Close, Yaxley, Eye Suffolk IP23 8DH

1. Planning decisions:
   * 1. Approved:
     2. Refused:
     3. Discharge of Conditions:
        + Application Number: 2157/16 (Application from 2016)

Location: Bulls Hall Farm, Ipswich Road, Yaxley, IP23 8BZ

Proposal: Works associated with conversion of redundant agricultural barn to dwelling.

* + 1. Conditions not being Discharged: none.

1. Withdrawn: none.
2. Appeal:
   * + - Appeal Dismissed - Land at Bungalow Farm, Eye Road, Yaxley - APP/W3520/W/20/3256612 - DC/20/00283
3. Play area:
   1. Plans for reopening the play area.
      * + The Chairman will prepare a specification, and this will be sent with a request for quotation to local people. **Action: The Chairman**
   2. To receive Play Area Inspection Report.
      * + Councillor Wright has cut back the brambles and branches overhanging the play area.
        + Once the repairs have been completed on the play area the Clerk will order play bark which will then be spread under the equipment.
        + A risk assessment will be needed.
        + Councillors thanked Councillor Wright for his work on this and he offered to continue until the next meeting.

* Annual Report: Nothing to report.

1. Yaxley Cemetery:

* All is in order although and the monuments are safe.
* Thanks to Councillor Hawes for his report.

1. Defibrillator and Bottle Bank.
   1. To receive a report on the defibrillator.

* All is in order.
  1. To receive a report on the bottle bank.
* All is in order. Councillor Young has swept up broken glass and kept the area tidy. Councillors thanked her for her work.
* Councillor Hall will take responsibility for the bottle bank and the defibrillator until the next meeting.

1. AOB - Any items raised earlier but not for an extended discussion or decisions and items for inclusion at the meeting on 26th May 2021.

* Councillor Moore raised the problem of the bin in the layby on the Old Ipswich Road not being emptied frequently enough. It will be monitored.
* Councillor Wright was concerned that the Community Centre was in need of some attention. The Chairman will follow this up. **Action: The Chairman.**

Meeting closed at 8:39 p.m.