**Minutes of the Meeting of Yaxley Parish Council held on 8th September 2021**

**at 7.30 p.m.**

**Present:**

Councillor N Young Councillor K Pawsey

Councillor J Moore Councillor R Hall.

Councillor J Hawes Councillor J Laughlin

Councillor I Luff Councillor K Stubbington

District Councillor D Burn

P Freeman Parish Clerk.

Two members of the public.

1. Apologies for Absence.

* Councillors Wright and County Councillor Fleming.

1. Chairman’s Opening Remarks

* The Chair welcomed everyone and thanked them for coming to the meeting.

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

* None.

1. Minutes of the Previous Meetings.

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

1. Matters arising from the minutes:

**Action Points:**

Notes on the action are in red.

**Carried Forward Action Points from the Meeting on 26 May 2021.**

* 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.** Nothing to report.
* 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.** Nothing to report.
* The Council and the Clerk will agree a new contract of employment. **Action: The Clerk**. See below.
* Policies to go alongside the Clerk’s new contract. **Action: The Clerk.** See below.
* Contact Mr Tubey about the quote he gave for the work on the play area and ask him to carry out the work. **Action: The Clerk.** Councillors agreed that Mr Tubey could carry out the repairs.
* Order playground chippings when repair work has been completed. **Action: The Clerk.** Nothing to report.

**New Action Points from the Meeting on 28 July 2021.**

* Report the need to cut the grass verge on the footpath from Duke’s Bridge to the Parish Church **Action: The Clerk**. This work had been carried out on the day of this meeting.
* The Clerk will send the following suggestions to Jessica Fleming about the rail bridge: **Action: The Clerk**. Nothing to report.
  + Add a weight restriction.
  + Fill-in the underside of the bridge.
  + In addition, carry out repairs because of the cost of the use of the road over the bridge when the Eye Road was closed because of the roundabout work
* Queen’s Platinum Jubilee: **Action: The Clerk**.
  + Contact Cranswick and Drax for sponsorship for a party for the Queen’s Jubilee
  + The Queen’s Jubilee will be a regular agenda item
  + The Clerk will contact Celia Armstrong about arranging a party for the Queen’s Jubilee.
* The Clerk will contact Jessica Fleming and David Burn about a sign to direct emergency services to Yaxley Care Home. **Action: The Clerk**. Signs are now in place.
* The Clerk will contact Mr Bryce to add to the agreement with Drax about use of the hardstand to include the Company should install a watermain to the allotments. **Action: The Clerk**. Completed.
* Complaint about the smell from Cranswick Processing Plant and leakage from offal lorries. **Action: The Clerk**. Completed but Cranswick denied it was a problem caused by the plant. Councillor Laughlin had reported the odour to Mid Suffolk District Council.

1. Notification of any urgent business.

* None.

Meeting closed at 7:40 p.m.

**Public Forum.**

Councillor Jessica Fleming, Hartismere Division, Suffolk

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

**Suffolk and COP26 -** Events are planned across Suffolk in the lead up to COP26 as part of the Greenest County campaign and aspiration to achieve net zero by 2030. For instance:

* 12 October – Ten Steps to Net Zero (Suffolk Chamber of Commerce)
* 21-22 October – Local Energy Showcase (Babergh and Mid Suffolk District Council)
* 12 November – Greenest County Awards (Suffolk County Council)
* 23-25 November – Low Carbon Homes

All events are subject to change, visit [www.greensuffolk.org](http://www.greensuffolk.org) for the latest details and information

**Boundary Commission Changes** - Boundary Commission has published its final recommendations and consultation for changes to Suffolk electoral boundaries for the 2025 elections: Under these proposed arrangements county councillor numbers would reduce from 75 to 70 and there would be closer numeric equivalence in representation. No changes are proposed for the Hartismere Division. <https://www.lgbce.org.uk/all-reviews/eastern/suffolk/suffolk-county-council>.

**Norfolk & Suffolk Coast & Estuary Conference –** takes place on 7th October (virtual medium). The programme will be a mix of 'live' and on demand events with an exhibition area and career's fair to highlight opportunities to students considering a career in flood and coastal change management. <https://www.coasteast.org.uk/norfolk-suffolk-coast-estuary-conference>

**Locality Budgets** – The County Council locality scheme is now open again for applications. Please get in touch if any local projects need financial support.

**Women’s Bike Tour Reminder -** The 6th and final stage of the tour runs from Haverhill to Felixstowe via Stowmarket on 9th October, it will be the first time since 2014 that Suffolk has hosted the final stage. The full route can be found here: [The Women's Tour | Stage Six (womenstour.co.uk)](https://www.womenstour.co.uk/stages/stage-6/)

**Covid-19 Update** – SCC bulletins are available on [via the Suffolk County Council website](https://www.suffolk.gov.uk/coronavirus-covid-19/suffolks-response/suffolk-coronawatch-bulletin/). For updates on the vaccine rollout refer to [SNEE NHS COVID-19 Vaccination Service website](https://sneevaccine.org.uk/)

Councillor David Burn, Cabinet Member for Planning and Member for Palgrave Ward.

There is a new paper bank in the layby by the recycling bins.

**Afghan refugees**On 18 August the Government announced its new resettlement scheme for Afghan refugees. Local authorities everywhere will need to step up and support this national effort.

You can [read our statement in full here](https://www.midsuffolk.gov.uk/news/statement-regarding-afghan-refugees/) and a [Suffolk County Council webpage](https://www.suffolk.gov.uk/community-and-safety/communities/community-engagement/supporting-afghan-refugees/) has been created to guide anyone who would like to offer help.

**Valley Ridge (formerly SnOasis)**

Mid Suffolk District Council is calling on the Government to determine the fate of Valley Ridge, the proposed £500m tourist resort near Great Blakenham, by ruling on the future of a nearby landfill site. The council is asking Communities and Local Government Minister Robert Jenrick to intervene, saying ‘the stakes are too high for a decision to be taken at a local level’. A planning application has been submitted to SCC to extend the lifespan of the neighbouring Masons Landfill site beyond its scheduled closure in 2022. But permission would effectively scupper plans for Valley Ridge a 'premium staycation resort offering all year winter and water sports', potentially costing the region millions in lost revenue and jobs.

**Babergh and Mid Suffolk join calls for devolution talks with Government**

In August, together with other public sector leaders in Suffolk, we wrote to the Secretary of State responsible for local government to say we welcome early discussions with Ministers about a possible devolution deal for the county.

In the discussion of Councillor Burn’s report the following points were made:

* There are concerns over the lack of repairs to Castleton Way as the road is deteriorating because of lorries entering Eye Airfield from it. The Clerk will report this to councillor Fleming. **Action: The Clerk.**
* Councillor Burn agreed to follow up the recent problem with the overgrown grass verge by the exit from the BP/Marks & Spencer filling station.
* The planning situation in Mid Suffolk will improve once the Joint Local Plan is passed and the Government Planning Policy Framework and Environment Bill are in place.
* Councillor Burn explained that at present it is unclear what number of Afghan refugees will come to this area.

Meeting reopened at 8:10 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.
* The Clerk contacted Gressingham Food and Halal Food about buses using the road through Yaxley to take their workers to and from their factories.

1. Casual Vacancy.

* Karin Stubbington was appointed to the Casual Vacancy on the Parish Council.
* Councillor Luff thanked the Chair for her comments in the messenger about Councillor A Luff.

1. Clerk’s Contract

* An up-to-date contract and relevant employment policies had been circulated to Councillors and they were agreed.
* The Chair and the Clerk signed the new contract.

1. Yaxley Allotments:

* Update on allotment gardens and tenancy agreement.

1. Report on the number of vacant plots = 12.
2. Update on long term strategy for Yaxley Allotments.
   * + Nothing to report

* Unused plots:
  + Nothing to report.

1. Finances and financial report.
   1. Balances on Accounts: 28th July 2021.
      1. Current account: £4,201.03
      2. Deposit account: £5,596.95

* The account balances were noted by Councillors.
  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 for both accounts.
     + There were no questions from Councillors.
  2. Audit Report
* The Clerk had prepared a response to the audit report and Councillors thanked the Clerk for his work on the accounts.
* Heelis and Lodge were reappointed as auditors for the current financial year.
  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 |  | £497.46 | LGA 1972 S112 |
| HMRC | PAYE |  | £124.20 | LGA 1972 S112 |
| David Newcombe | Grass cutting allotments, burial ground, well seat and village sign,) |  | £235.00 | LGA 1972 S111 |
| ICO | Data Protection Fee Renewal |  | £40.00 | LGA 1972 S111 |
| Andrew Deptford | Replacement Pads for Defibrillator |  | £92.40 | LGA 1972 S111 |
| Heelis and Lodge | Annual Audit |  | £95.00 | LGA 1972 S111 |
|  |  |  |  |  |

It was agreed unanimously to pay the invoices listed above, proposed by Councillor Moore and seconded by Councillor Luff.

* 1. Requests for financial support: none.
  2. Receipts: none.

1. Celebration of the Queen’s Jubilee 2022.

The following points were made in the discussion of how the village could celebrate the Queen’s Jubilee in 2022:

* The following organisations will be approached to be involved in the event:
  + The Community Centre and The Cherry Tree Public House.
  + Drax and Cranswick for sponsorship.
* A coordinator will need to be appointed.
* The plan will involve the whole village and possibly local schools.
* Old-fashioned games, fancy dress competition and a dog show could be organised.
* A compilation of music will be needed.
* The Care Home should be invited to be involved.
* Plant a tree under the Queen’s Canopy initiative.
* The preparations should be publicised in the Messenger with a request for feedback.
* A committee will be set up to coordinate the events with members from all organisations in Yaxley and Councillors will be part of the committee. This will be discussed further at the next meeting.

1. Procedural.
   1. Review of the Asset Register.
   2. Review of the Standing Orders
   3. Review of the Financial Regulations
   4. Review of the Statement of Internal Control.
   5. Review of the Council’s Risk Assessments

* The documents had been circulated to Councillors and the Clerk explained they were unchanged from the 2020 and they were agreed.

1. Highways:
   1. Bend by the Cherry Tree Public House continued absence of road markings.
   2. Traffic failing to give way, when moving south to north, when reaching the Yaxley Roundabout.
   3. Rail bridge on Old Ipswich Road.

Following a discussion of these agenda items it was agreed that the Clerk should contact Councillor Fleming about the following highways matters:

* + Roadworks on Castleton Way which have been postponed twice and the surface of the road is deteriorating rapidly because of HGVs going to the airfield.
  + Road markings by the Cherry Tree Public House have still not been added.
  + Increasing numbers of reports of vehicles not giving way at the Yaxley roundabout, in particular on the north/south A140.

**Action: The Clerk.**

1. Progress Power (Gas Fired Power Station)

* There was a discussion of the plans for the use of the hard stand by Drax during the construction of a substation on the west side of the A140.
* It was agreed to accept the Heads of Agreement with two additions:
  + Vehicles turning into the hard stand area should do so from the northbound A140 and therefore not cross the traffic stream.
  + Any other points from the notes made by the Clerk following the meeting with Drax, which had been circulated to Councillors and were agreed at the meeting, or all the points within it should be attached to the Heads of Agreement as an appendix.

**Action: The Clerk.**

1. Planning:
   1. Applications:
      1. Application for Planning Permission - DC/21/04099

Proposal: Planning Application. Erection of a storage and distribution warehouse

Location: Land at Eye Airfield, Eye, Suffolk, IP23 7HU

* + 1. Application for Planning Permission - DC/21/04697

Proposal: Planning Application. Erection of new storage building No.10 for B8 use

Location: Land on Eye Airfield, Ipswich Road, Eye, Suffolk

* Following a discussion, it was agreed to make no comment on these applications.
  1. Applications – no decision:
     1. Statutory consultation on proposals for Sunnica Energy Farm.
     2. Application for Planning Permission - Dc/21/03808

Proposal: Householder application - Erection of detached two bay oak pergolas

Location: Bulls Hall Barn, Ipswich Road, Yaxley, Suffolk IP23 8BZ 9Extensio to 29 July 2021 to respond.)

* + 1. Application for Planning Permission - DC/21/04099

Proposal: Planning Application. Erection of a storage and distribution warehouse

Location: Land at Eye Airfield, Eye, Suffolk, IP23 7HU

* + 1. 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:
   * + - Application for Planning Permission - Dc/21/03808

Proposal: Householder application - Erection of detached two bay oak pergolas

Location: Bulls Hall Barn, Ipswich Road, Yaxley, Suffolk IP23 8BZ.

1. Refused: none.
2. Discharge of Conditions:
3. Conditions not being Discharged: none.
   1. Withdrawn: none.
   2. Appeal:
   * Reference: APP/W3520/W/21/3272131

Appeal by: Mr G Aldridge

Proposal: Application for Outline Planning Permission (with all matters reserved). Town and Country Planning Act 1990 -Erection of 2No detached dwellings with garages.

Location: Land Adjacent to Chapel Cottage, Mellis Road, Yaxley, Suffolk.

1. Play area:
   1. Plans for reopening the play area.
   * See above under matters arising.
   1. To receive Play Area Inspection Report.
   * Nothing to report.
   * Councillor Luff will take responsibility until the next meeting.
   1. Annual Report.
   * The Annual Report has not yet been received.
2. Yaxley Cemetery:
   1. To consider inspection report - Councillor J Hawes.

* All is in order 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.
* The paper bank has been replaced with a new bin by Mid Suffolk District Council.
* Councillor Laughlin 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 13th October 2021.

The following points were raised:

* + The advertising sign by the Yaxley roundabout is it legal?
  + The access from the northern roundabout on the A140 to Roy Humphreys business has not been completed and traffic is still turning right into the existing access.
  + The lack of consultation about the closure of the road in Yaxley for installation of services to new houses.

**Action: The Clerk will contact Councillor Fleming.**

Meeting closed at 9:16 p.m.

**Action Points from this Meeting:**

* Contact the Parish Council’s land agent and solicitor to inform them of the decision by the Parish Council about the to accept the Heads of Agreement. **Action: The Clerk**.
* Contact Jessica Fleming about the following highways matters: **Action: The Clerk**.
  + Roadworks on Castleton Way which have been postponed twice and the surface of the road is deteriorating rapidly because of HGVs going to the airfield.
  + Road markings by the Cherry Tree Public House have still not been added.
  + Increasing numbers of reports of vehicles not giving way at the Yaxley roundabout, in particular on the north/south A140.
  + The advertising sign by the Yaxley roundabout is it legal?
  + The access from the northern roundabout on the A140 to Roy Humphreys business has not been completed and traffic is still turning right into the existing access.
  + The lack of consultation about the closure of the road in Yaxley for installation of services to new houses.
* Add inspection of speed cameras to the agenda for the next meeting. **Action: The Clerk**.
* Add Karen Stubbington to the circulation list and send her the forms for a new councillor. **Action: The Clerk**.
* Two parish councillors to be representatives of the Parish Council as members of any committee formed for the Queens Platinum Jubilee Celebration in Yaxley. **Action: The Clerk**.