**Minutes of the Meeting of Yaxley Parish Council held on 15th July 2020**

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

**Present:**

Councillor J Moore Councillor I Luff Councillor M Fisher.

Councillor J Laughlin Councillor J Hawes Councillor C Wright.

Councillor A Luff Councillor Pawsey

County Councillor Jessica Fleming.

District Councillor David Burn

P Freeman Parish Clerk.

One member of the public.

1. Apologies for Absence.
* Councillor Hall.
1. Chairman’s Opening Remarks.
* The Chairman welcomed everyone to the meeting and explained the restrictions for members of the public in the Public Forum.
1. Councillor’s Declaration of Interests in Agenda Items.
* None.
1. Minutes of the Previous Meetings held on 3rd June 2020.
* The minutes of the previous meeting were agreed as a true record, proposed by Councillor Fisher and seconded by Councillor Hawes.
1. Matters arising from the minutes:

**Action Points:**

Notes on the action are in red.

* + - The Chairman will send Councillor Fleming the data on speeding. **Action: The Chairman**. Completed.
			* Councillor Wright will review the accounts. **Action: The Clerk and Councillor Wright.**
		- The annual rents remain unpaid and the Clerk will send reminders. **Action: The Clerk.** Completed.
* Councillor Laughlin would organise a sign, which the Parish Council will pay for, to request drivers to drive slowly on the track by Ipswich Road. **Action: Councillor Laughlin.** Ordered.
	+ - It was agreed to report the smell from Cranswick Chicken Processing Factory. **Action: The Clerk.** Completed.
* Councillor Laughlin will arrange for a sign to remind dog walkers that there is no public right of way to be placed at the entrance to the car park at Yaxley Community Centre. **Action: Councillor Laughlin** Ordered.
1. Notification of any urgent business.
* Cherry Tree Close.

Meeting closed at 7:40 p.m.

**Public Forum.**

Report by Councillor Jessica Fleming, Hartismere Division, Suffolk

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**County Council and Covid-19 Local Outbreak Control Plan -** The Plan contains measures to manage and contain any localised outbreak of Coronavirus in the County. Delivery of the Plan is the responsibility of the Suffolk COVID-19 Coordination Centre. A copy of the plan is available here.

**Climate Change Cabinet Support** – Cabinet on Tuesday endorsed policy recommendations in the following areas: Buildings and utilities, energy, transport, farm estate, waste, procurement, corporate strategy, and working with partners on Suffolk wide emissions programmes.

**Public Transport** - as of Monday 6th July concessionary bus passes in Suffolk are NOT valid before 9.30am Mon – Fri. Also, all passengers are required to wear face covering on public transport.

The Connecting Communities mini-bus services operate Monday to Friday 7am to 7pm. Further details can be found at communities.suffolkonboard.com or by calling 0345 606 6171.

**A140 Roundabouts –** Construction has commenced on the roundabouts, the A140 will need to be closed over 2 weekends for connection with diversion via the A143 and A14, dates to be advised. The COVID-19 lockdown has slightly delayed the scheme, roundabouts and link road will be completed in November 2020 and all by February 2021. http://www.suffolk.gov.uk/roads-and-transport/transport-planning/a140-eye-airfield-junction-improvements/

**Schools Opening –** Both primary and secondary schools are gradually opening, decisions about this are made by individual schools. Refer to https://schoolclosures.suffolk.gov.uk/

**Suffolk’s Recycling Centres (HWRCs) –** Booking is still required, as are contactless card payments for items for which there is a charge. Trade waste is now accepted along with car trailers. Compost is available for purchase. www.suffolk.gov.uk/recyclingcentresor call 0345 606 6067.

Dr Hall made the following comments about planning application DC/20/02334:

* The plot is outside the development area.
* Consent to this application would set a precedent.
* There is no pavement which extends from Yaxley to Mellis and there are no streetlights on the section of road affected directly by this application.
* The agent has obtained permission for similar applications on Old Norwich Road.

The Council will consider these points when the application is discussed later in the meeting.

District Councillor Burn:

* Funds are still available from the Locality Budget.
* There are various Mid Suffolk District Council facilities back in use following their closure due to the COVID-19 pandemic.

Cherry Tree Close development:

* A decision on the appeal following the refusal of a planning application for a development on Cherry Tree Close is due in the week following this meeting.
* Incident on the Paddock:
	+ Local people challenged the workers with a digger.
	+ They received a threatening response.
	+ Work was being carried out to clear the old stable buildings for the first two plots for development.
	+ There are no conditions on the hours of operation.
	+ The case officer has stated that there was no officer from Mid Suffolk District Council present on the day of the incident.
	+ Planning Enforcement Officers have been making visits but none to Cherry Tree Close.
	+ The work could take place from 7:30 p.m.
	+ If there is a problem caused by the noise of the work early in the morning, it should be referred to the Environmental Health Department of Mid Suffolk District Council who will investigate.
	+ High level evidence would be needed.
	+ Councillor Fleming has a good relationship with the police if a referral is to be made and anyone needing support should contact her if they wished to report an incident.
* Evidence of speeding is needed because of the accidents at the corner by Cherry Tree Public House. Councillor Fleming is trying to arrange a meeting with Councillor Reid who has responsibility at Suffolk County Council for Highways matters.
* Mellis Parish Council is concerned about the increase in traffic on the Mellis/Yaxley Road. The Clerk gave a verbal report about a meeting at Thrandeston Parish Council where the roundabouts on the A140 were discussed with representatives of the Highways Department of Suffolk County Council. During this meeting it was stated that it is anticipated that drivers will find their own way to join the A140 when the access at Thrandeston Road to the A140 is made more difficult. This could increase the traffic levels through Thrandeston, Mellis and Yaxley.
* There have been complaints about the noise of machinery on Eye Airfield which has been continuous for several days running. It could be from the power station and identifying its source will be affected by the wind direction.

Meeting reopened at 8:00 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
* Burglaries.
1. Yaxley Allotments:
* Update on allotment gardens and tenancy agreement.
1. Report on the number of vacant plots: 20 at present but will increase to 21 in the near future.
* Unused plots:
	+ Grass cutting:
		- The Clerk asked Mr Newcombe to cut and tidy the unused plots as they were becoming overgrown.
1. Finances and financial report.
	1. Balances on Accounts: 26th June 2020.
		1. Current account: £2,483.66
		2. Deposit account: £5,595.76
* Councillors noted the account 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 for both accounts.
		+ There were no questions from Councillors.
	2. Annual Accounts 2019/2020
* The Clerk will contact Councillor Wright about the accounts. **Action: The Clerk.**
	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 | 101247 | £406.90 | LGA 1972 S112  |
| HMRC | PAYE | 101248 | £84.00 | LGA 1972 S112 |
| David Newcombe | Grass cutting burial ground, well seat, village sign and the allotments. | N/A | £220.00 | LGA 1972 S111 |
| David Newcombe | Grass cutting burial ground, well seat and village sign. Paid by the Clerk. | N/A | £70.00 | LGA 1972 S111 |

* It was unanimously agreed to pay the invoices listed above, proposed by Councillor Moore and seconded by Councillor Wright.
	1. Requests for financial support: none.
	2. Receipts: none.
1. Annual Rents:
	1. Access across Yaxley Community Centre car park
	2. Kier Integrated Services LTD for storage of road materials on hard stand area
		* The Clerk will send reminders about the payment of the outstanding rents. **Action: The Clerk.**
2. COVID-19.
	* + The play area will remain closed since it is impractical to open it under the current Government guidelines.
		+ The Yaxley Messenger will be published again in the near future.
3. Helicopter Noise
* Some concerns have been expressed about noise from low flying helicopters in the late evening.
* Following a discussion, it was agreed to monitor the situation, proposed by Councillor Moore and seconded by Councillor Fisher.
1. Planning:
	1. Applications:
		1. Application for Outline Planning Permission- DC/20/02334

Proposal: Application for Outline Planning Permission (all matters reserved) - Erection of 1No detached dwelling and garage.

Location:Land North Of, Mellis Road, Yaxley, Suffolk.

It was agreed by a majority decision, proposed by Councillor Hawes and seconded by Councillor Fisher, that Yaxley Parish Council objects to this application for the following reasons:

1. It is a vague application which does not allow the Parish Council to make a full assessment of its overall impact.

2. There are no details of the location of the house on the plot and therefore it is impossible to assess the impact on the neighbouring property.

3. Clarity is needed on the details of the property: its position and orientation on the plot, the overall dimensions of the building and the number of bedrooms.

4. What is the plan for the remainder of the land behind the planned house and garage?

5. The Mellis Road is narrow, there is no footpath and the traffic will increase as a result of the development of Eye Airfield.

* 1. Applications – no decision:
		1. Progress Power Limited (PPL) a “non-material change” application which seeks to address the uncertainties and constraints posed by the COVID-19 pandemic, in relation to its ability to formally commence construction works by August 2020, in accordance with the Progress Power (Gas Fired Power Station) Order (‘the Order’). The application seeks to extend the time limit for commencing construction by up to 12 months. No other changes are proposed to the Order.
		2. Application for Planning Permission - DC/20/01268

Proposal: Planning Application. Erection of warehouse extension to existing building.

Location:C and K Meats Ltd, Potash Lane, Eye, Suffolk IP23 7HE

* + 1. Application for Advertisement Consent - DC/20/01109

Proposal: Application for consent to display advertisements - New Renault Trucks brand signage to replace the current ones

Location: A140 Norwich-Ipswich Road, Brome and Oakley, Suffolk, IP23 8AW

Reason(s) for re-consultation: Resending re consultation to allow for extra time due to Covid-19.

* + 1. Application for Outline Planning Permission - DC/20/00786

Proposal: Application for Outline Planning Permission (some matters reserved - access to be considered) - Erection of 2No detached dwellings (self builds)

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

* + 1. Application for Advertisement Consent - DC/20/01109

Proposal: Application for consent to display advertisements - New Renault Trucks brand signage to replace the current ones

Location: A140 Norwich-Ipswich Road, Brome and Oakley, Suffolk, IP23 8AW

* 1. Planning decisions:
		1. Approved:
		+ Application for Planning Permission - DC/20/01534

Proposal: Planning Application. Change of use of existing buildings from Holiday Let to 3no dwellings with the addition of car parking areas and footpath

Location:Yaxley Manor House, Mellis Road, Yaxley (Part in The Parish Of Mellis), Eye Suffolk, IP23 8DG

* + 1. Refused: none.
		2. Discharge of Conditions: none
	1. Withdrawn:
	2. Appeal:
		1. None.
1. Play area:
	1. To receive Play Area Inspection Report.
* The play area will remain closed.
* The bark will need to be topped up before it can be used again, and the seat will need to be varnished.
* There is little point in working on it until it can be used again.
	1. Annual Report.
* The Clerk will try to postpone the annual report process until the play area can be reopened. **Action: The Clerk.**
1. Yaxley Cemetery:
	1. To consider inspection report - Councillor J Hawes.
* Councillor Hawes reported that the grass has been cut and the memorials are all safe.
* Thanks to Councillor Hawes.
1. Defibrillator and Bottle Bank.
	1. To receive a report on the defibrillator.
* All is in order with the defibrillator.
	1. To receive a report on the bottle bank.
* The bottle bank is tidy.
* Councillor Hall will take responsibility from August.
1. AOB - Any items raised earlier but not for an extended discussion or decisions and items for inclusion at the meeting on 26th August 2020.
* The Chairman and the Clerk have been following up some problems with the footpath behind Yaxley Community Centre.
* The foliage at the entrance to Cherry Tree Close needs to be cut back. The Clerk will approach Mr Hammond to carry out the work. **Action: The Clerk. (Councillor Pawsey subsequently offered to speak to Mr Hammond about this work.)**
* It was agreed to monitor the situation on Cherry Tree Close which was discussed in the Public Forum.
* The Clerk will report the damaged sign on Hall Lane, **Action: The Clerk.**

Meeting closed at 8:45 p.m.