**Minutes of the Meeting of Yaxley Parish Council held on 23rd February 2022**

**at 7.30 p.m.**

**Present:**

Councillor N Young Councillor J Moore

Councillor R Hall. Councillor K Stubbington

Councillor J Hawes Councillor I Luff

Councillor J Laughlin

District Councillor David Burn

County Councillor J Fleming

P Freeman Parish Clerk.

No members of the public.

1. Apologies for Absence.

* Councillors Wright and Pawsey.

1. Chair’s Opening Remarks

* The Chair welcomed everyone to the meeting.

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

* Councillor Laughlin declared an interest in Application for Planning Permission - DC/22/00531

1. Celebration of the Queen’s Jubilee 2022.

The following points were made in the discussion:

* Grants for £1,500 have been received from the Arts Council and the national lottery.
* The coins to commemorate the Jubilee will cost £604.50 for 150.
* The National Lunch will be organised by Rachel from the Cherry Tree and cost £680 and £60 for utensils giving a total of £740. A vegetarian option will be available.
* The Clerk will contact Drax and Cranswick to request sponsorship of the purchase of coins and events to commemorate the Queen’s Platinum Jubilee. **Action: The Clerk.**
* Six flags on a white background will be ordered.
* Councillor Fleming and Councillor Burn offered their support for the event by grants from their Locality Budgets.
* Councillor Burn will send details of how to apply for funding from the Locality Budget. **Action: Councillor Burn and the Clerk.**
* There was a discussion of the need for First Aid cover and The Clerk will contact a local paramedic about cover for events to commemorate the Queen’s Platinum Jubilee. **Action: The Clerk.**

1. Minutes of the Previous Meetings.

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

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.**
* 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.**

**Carried Forward from the Meeting on 24 November 2021**

* The Clerk will contact Cranswick about the entrance to the plant and ask how long the temporary arrangement to prevent vehicles turning right will remain and when a permanent system will replace it. **Action: The Clerk.** Completed.
* Arrange a speed survey on the Mellis Road. **Action: The Clerk.** Completed.

**New Action Points from the Meeting of Yaxley Parish Council 5 January 2022**

* Contact Cranswick about their buses using the road from Wortham to Yaxley. **Action: The Clerk.** Completed.
* Check out the insurance cover for events to celebrate the Queen’s Platinum Jubilee. **Action: The Clerk.** Completed.
* It was agreed to cancel uncashed cheques which the Clerk will follow up. **Action: The Clerk.** Completed.
* Plan spending of income from Drax and CIL. **Action: Councillors.**
* Contact Celia Armstrong about the possibility of a joint purchase of a generator to use at the Community Centre. **Action: The Clerk.** Completed.
* Book the traffic survey on the Mellis Road. **Action: The Clerk.** Completed.
* Contact Mid Suffolk District Council about the road names for The Street/Old Norwich Road. **Action: The Clerk.** Completed.
* Write a letter of thanks to Mr Youngman for his help with the playground chips. **Action: The Clerk.** Completed.

**New Action Points from the Meeting of Yaxley Parish Council 27 January 2022.**

* The Clerk will contact Cllr Fleming and Councillor Burn about grants and advice for installing solar panels on Yaxley Community Centre. The Clerk will also contact the Yaxley Community Centre Committee. **Action: The Clerk.** Completed.
* The Clerk will investigate litter bins for the lay by on Eye Road. **Action: The Clerk.** Completed.
* The Clerk will complete an application for a sign for Old Norwich Road formerly known as the Street’. **Action: The Clerk.** See below.
* The Clerk will respond to the planning applications for White House Farm and the Land off Cherry Tree Close. **Action: The Clerk.** Completed.
* The Clerk will contact Mellis Parish Council to accept the offer to pay for half the cost of the traffic survey. **Action: The Clerk.** Completed and an invoice has been sent to the Clerk.
* An articulated lorry was observed trying to enter the Cranswick Processing Plant via the main entrance, which should not be used by lorries. The Clerk will contact the company about it. **Action: The Clerk.** Completed.

1. Notification of any urgent business.

* None.

**Public Forum.**

Meeting closed at 8:02 p.m.

Report from Councillor Jessica Fleming, Hartismere Division, Suffolk

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

**‘Levelling Up’** – The Government has announced that Suffolk is to be included in its levelling up initiative. <https://www.gov.uk/government/news/government-unveils-levelling-up-plan-that-will-transform-uk>  The first 9 areas invited to begin negotiations will be Cornwall, Derbyshire & Derby, Devon, Plymouth and Torbay, Durham, Hull & East Yorkshire, Leicestershire, Norfolk, Nottinghamshire & Nottingham, and Suffolk."

**The Queen’s Jubilee** - Plans are in place this year for a Festival of Suffolk with many community events planned. Details can be found at: [www.festivalofsuffolk.org/](http://www.festivalofsuffolk.org/). A Jubilee Lunch is planned on Sunday 5 June and people are encouraged to host a street party or gather with neighbours. SCC will waive fees for road closures and offer free assistance with traffic management for all applications received before 11pm on Sunday 27 March. [www.suffolk.gov.uk/PlatinumJubileeEvent](https://www.suffolk.gov.uk/roads-and-transport/roadworks/apply-for-a-queens-platinum-jubilee-street-party-or-other-public-event/)

Please note that if the village wishes to put on an event, locality budget funding may be available.

**Budget Progress -** Suffolk County Council has outlined how it plans to focus resources in 2022/23. Under the proposals, the 2022-23 budget would rise by 4.5% (from £598.2 to £625.4m). The additional money would come from a 2.99% increase in Council Tax (including 1% dedicated social care precept), and an increase in grants received from the Government. The proposals were considered at the January scrutiny meeting, cabinet, and approved at full council on February 17th.

**LED Street Light Replacement** - On December 17th Suffolk’s LED replacement programme had reached 10,000 LEDs. Bouygues Energies & Services, the lead contractor aims to replace all 43,400 streetlights in the County (including parish and district council lights) by the end of 2022.

New LED streetlights are dimmable and the timing adjustable in response to local/ parish requests. Suffolk is leading the country in introducing technology that enables lights to be dimmed when traffic levels reduce at the end of the day and is aware of human and biodiversity sensitivity concerns over this form of light. Early engagement with planning is recommended.

**Covid Vaccination and Booster Service** – Information about the Suffolk and NE Essex services for Covid vaccinations and boosters can be found on: <https://sneevaccine.org.uk/>

in response to questions the following points were made:

* Grants may be available to help with the cost of installing solar panels on the Community Centre roof, if the decision is made to do so.
* The need for a footpath from Yaxley to Eye scored higher on the system used to assess the need for one, then from Yaxley to Mellis. The purchase of land would be a problem.
* Councillor Fleming will send the Clerk details of who to contact about solar panels for the Community Centre. **Action: Councillor Fleming.**
* The Clerk asked that Councillors Burn, and Fleming should pass on the thanks of the Parish Council for the work done to clear trees following the recent storms and also for the work to sweep the footpath from Thornham Road to Mellis Primary School because of the debris which had been left following some hedge cutting.
* The Parish Council also thanked Councillor Laughlin for clearing the tree that had been blown down on the Old Ipswich Road.

Report from District Councillor’s Report for January 2022 to Yaxley Parish Council’s Meeting on 23 February 2022

**Councils chosen for neighbourhood planning pilot** Together with Babergh, our districts, are among 11 areas nationwide to be chosen as part of a pilot scheme to boost participation in neighbourhood planning, being funded by the Department for Levelling Up, Housing and Communities. *Read the full story*

**Council tax freeze proposed but investment in recovery to continue**

Mid Suffolk District Council is considering freezing its element of council tax this year – helping residents through post-pandemic recovery, while still investing in priority areas to improve quality of life. *Read the full story*

**Update on Gateway 14**

Gateway 14 is set to have a significant impact on the wider Mid Suffolk district as well as Stowmarket and surrounding villages - bringing in £75-250m per year and creating between 1,800 and 6,200 direct and indirect jobs. In order to keep everyone updated on progress, a new quarterly bulletin has been launched to keep local residents, businesses and stakeholders fully informed. *Download the first Gateway 14 quarterly bulletin*

**A warmer, energy efficient future secured for residents in low-income homes**

Residents in low-income homes across Babergh and Mid Suffolk can look forward to a warmer, more energy efficient future thanks to £1.9m in Government funding. *Read the full story*

**Omicron business grants available to hospitality and leisure businesses**

Businesses in Babergh and Mid Suffolk that have been severely impacted by Omicron can now apply for a one-off grant payment through one of two Covid-19 support grants. **NOTE Application deadline is 18 February** *Read the full story*.

**STOP PRESS:**

**Thurston byelection was held on 17 February**

Polling day for the byelection in Thurston Ward, brought about by the resignation of Green Party Councillor Wendy Turner, was last Thursday. Cllr Turner shared the two-member ward with Conservative Cllr Harry Richardson. The result was a resounding win for Austin Davies, the Green Party candidate, with 845 votes; the Conservative candidate polled 399 votes; and Lib Dems and Labour brought up the rear with 37 and 32 votes respectively. Turnout was 28%. The political balance of the council is therefore unchanged, with the administration and opposition still having 17 councillors each

* There had been problems opening the Gateway 14 bulletin and the deadline for omicron grants had now passed.

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.
* Festival of Suffolk - Get involved in the Torch Relay (email on 18 February 2022):
* The Clerk will find out the deadline for submission to the Torch Relay. **Action: The Clerk.** Deadline – 31 March 2022.

1. Yaxley Allotments:

* Update on allotment gardens and tenancy agreement.

1. Report on the number of vacant plots = 23 in total but 7 in the area under cultivation.
2. Update on long term strategy for Yaxley Allotments: nothing to report.

* Unused plots: Mr Newcombe will cut the area when it becomes necessary in the spring.
* It was noted that the bowser needs maintenance. **Action: Councillor Moore.**

1. Finances and financial report.
   1. Balances on Accounts: 28th January 2022.
      1. Current account: £27,832.75
      2. Deposit account: £5,597.09

* 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. 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 | 101325 | £466.58 | LGA 1972 S112 |
| HMRC | PAYE | 101326 | £109.80 | LGA 1972 S112 |

* It was agreed unanimously to pay the invoices listed above, proposed by Councillor Hawes and seconded by Councillor Laughlin.
* It was agreed that the income from the recycling credits should be split, as previously, between Yaxley Parochial Church Council and Yaxley Community Centre Committee. **Action: The Clerk.**
  1. Requests for financial support: none.
  2. Receipts:
     1. Donation of £25 from Mr Grover. The Parish Council thanked Mr Grover for his generous donation. The Clerk had written to him to express the gratitude of the Council.
     2. Workwear – rental of £120.00
     3. Susan Whymark Funeral Services - £260.00.

1. Emergency Plan for Yaxley: update.

* Councillors thanked Councillor Luff for updating the Emergency Plan.

In the discussion that followed the following points were made:

* Local farmers have been informed that there may be problems over the insurance cover for farm vehicles if they assist the Parish Council with its Emergency Plan unless they have been asked to do so by Suffolk County Council.
* There had been discussion at the previous meeting about the purchase of a generator for the Community Centre. It had been agreed that other sources of power should be investigated e.g. solar panels, but it is important that during an emergency a source of electricity should be readily available.
* A Councillor had been contacted by a member of the public about local people who were still without power several days after the recent storms.
* The Clerk will contact Councillor Fleming and Councillor Burn to find out if there is a local emergency evacuation centre. **Action: The Clerk.**

1. Highways:
   1. Traffic failing to give way, when moving south to north, on reaching the Yaxley Roundabout and accidents on the Roundabout.

* Nothing to report.
  1. Continued use of A140 exit by Roy Humphrey Group despite obvious completion of new replacement.
* Nothing further to report.
  1. Increase in incidents of speeding on Mellis Road – cost of traffic survey (email dated 8 December 2021).
* The traffic survey will take place in March 2022.

1. Review of the Cemetery Regulations and Charges.

* The Cemetery Regulations and Charges had not been reviewed since 2014 and although no changes were made to the regulations it was agreed to increase the charges by 5%.
* Councillors thanked Councillor Hawes for his advice on the setting of the cemetery charges.
* The Clerk will update the list of cemetery charges. **Action: The Clerk.**
* It was also noted that Yaxley Community Centre Committee will charge if people attending a funeral or a wedding at the parish church wish to use the car park.

1. Drax/Progress Power (Gas Fired Power Station)

* Work has begun on the road from the A140 to the new substation.
* The contractors are tidying the site.

1. Cranswick Processing Plant.

Report on meeting with representatives of Cranswick:

The Clerk had arranged a meeting with representatives from Cranswick. He raised the following issues and see below the outcomes:

* 1. External lights
* It is necessary to have a certain level of light around the Processing Plant, but investigations will be undertaken to see if it is possible to reduce its impact locally.
  1. Entrance and barrier
* A permanent central barrier is planned for the entrance from the A140 to the Processing Plant. This should prevent vehicles turning from the northbound carriageway into the plant and this entrance will not be used by heavy goods vehicles.
* The Clerk had been given a plan of the proposed work.
  1. Use of the road from Yaxley to Wortham by Cranswick buses.
* The representatives from Cranswick had given the Clerk maps to show the bus routes which are used to bring workers to the Processing Plant.
* The bus route from Wortham through Mellis to Yaxley should not be used to bring workers to the Cranswick plant but it may be returning from taking people to the Gressingham factory at Redgrave.
  1. Reporting smells
* A phone number to call to report smells from the factory had been given to the Clerk. The Clerk will email the phone number to report smells from the Cranswick Plant to Councillors. **Action: The Clerk.**

1. Planning:
   1. Applications:
      1. Application for Planning Permission - DC/22/00531

Proposal: Householder application - Erection of two storey rear extension and insertion of 2no windows on east elevation.

Location:Deeping Semele House, Church Lane, Yaxley, Suffolk IP23 8BU

* + - * It was agreed that the Parish Council would only comment on this application and express concern that the windows in the roof overlook the garden of a neighbouring house.
    1. Application for Planning Permission - DC/22/00450

Proposal: Householder Application - Erection of single storey rear extension

Location: Flame House, Old Norwich Road, Yaxley, Suffolk IP23 8BH

* + - * It was agreed that the Parish Council would make no comment.
    1. Application for Planning Permission - DC/22/00744  
       Proposal: Planning Application - Change of use of agricultural land for the provision of 7No additional residential caravans, laundry room and stationing of mobile shower block and reconfiguration of existing 9No caravans, all to provide accommodation for agricultural workers employed by the applicant.  
       Location: Chestnuts Farm, Langton Green, Eye, IP23 7HL
       - It was agreed the Parish Council would make no comment.
       - The Clerk will respond to planning applications agenda items 19 a i. to iii. **Action: The Clerk.**
  1. Applications – no decision:
     1. Application for Planning Permission- DC/21/06648

Proposal: Full planning application for the conversion of agricultural barn (1) to form 1No

residential dwelling with associated landscaping and parking, including the demolition

of temporary structures within the listed curtilage of White House Farmhouse.

Location: White House Farm, Old Norwich Road, Yaxley, Suffolk IP23 8BH

* + 1. Application for Listed Building Consent - DC/21/06649

Proposal: Application for Listed Building Consent - Works to facilitate conversion of agricultural

barn (1) to form 1No residential dwelling with associated landscaping and parking,

including the demolition of temporary structures within the listed curtilage of White

House Farmhouse.

Location: White House Farm, Old Norwich Road, Yaxley, Suffolk IP23 8BH

* + 1. Application for Planning Permission - DC/21/06650

Proposal: Full Planning Application - Conversion of agricultural barn (2) to form 1No residential

dwelling with associated landscaping and parking, including the demolition of

temporary structures within the listed curtilage of White House Farmhouse.

Location: White House Farm, Old Norwich Road, Yaxley, Suffolk IP23 8BH

* + 1. Application for Listed Building Consent - DC/21/06651

Proposal: Application for Listed Building Consent - Works to facilitate conversion of agricultural

barn (2) to form 1No residential dwelling with associated landscaping and parking,

including the demolition of temporary structures within the listed curtilage of White

House Farmhouse.

Location: White House Farm, Old Norwich Road, Yaxley, Suffolk IP23 8BH

* + 1. Application for Planning Permission without Compliance of Condition(S) -

DC/22/00400

Proposal: Application under Section 73 of The Town & Country Planning Act relating to

DC/19/03345 Allowed at Appeal for the variation of Condition 2 (Approved drawings)

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

* + 1. Application for Planning Permission Without Compliance of Condition(S) -DC/21/05236

Proposal: Application under Section 73 of the Town and Country Planning Act - Variation of Condition 2 (Approved Plans and Documents) of planning permission DC/19/00108 dated 04/09/2019 - (Erection of factory with an adjoining two-storey production office, a warehouse extension, a loading dock building, and material stockpile. Provision of 9no. caravans for temporary accommodation for seasonal staff. Creation of vehicular access) To vary appearance and layout of main building extensions and configuration of waste pad - new drawings submitted.

Location: Camstar Herbs Ltd, Chestnuts Farm, Langton Green, Eye Suffolk IP23 7HL

* + 1. Statutory consultation on proposals for Sunnica Energy Farm.
  1. Planning decisions:

1. Approved:
   * + Application for Planning Permission without Compliance of Condition(S) -

DC/22/00401

Proposal: Application under Section 73 of The Town & Country Planning Act relating to DC/20/05028 for variation of Condition 1 (Approved plans & Application for Discharge of Condition(S) - DC/21/05647

Proposal: Approval of Details Reserved by Requirement 22 of the Progress Power (Gas Fired Power Station) Order 2015 (S.I. 2015/1570) as Amended, concerning requested alterations to previously approved plans regarding requirements 3, 4, 6, 8, 10 and 11.

Location: Progress Power, Potash Lane, Eye, Suffolk IP23 7HE

* + - 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

* + - 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

* + - Application for Planning Permission - DC/21/03808

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

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

* + - 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

* + - Application for Reserved Matters - DC/20/05028 (part granted/part refused)

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. Refused: none.
2. Discharge of Conditions: none.
3. Conditions not being Discharged: none.
   1. Withdrawn: none.
   2. Appeal allowed:
   * 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. To receive Play Area Inspection Report.
   * All was in order and there was nothing to report.
2. Yaxley Cemetery:
   1. To consider inspection report - Councillor J Hawes.

* All is in order and the monuments are safe.
* Councillors thanked Councillor Hawes for his report.
* The Clerk will order a new glazed noticeboard for the cemetery: 750 x 750 mm. **Action: The Clerk.**

1. Speed Indicator Devices, Defibrillator and Bottle Bank.
   1. To receive a report on the speed indicator devices.

* The speed indicator devices are working normally.
  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 Moore will take responsibility for the bottle bank and the defibrillator until the next meeting.
* Following a discussion it was agreed that the Clerk will order a 120-litre litter bin to be placed in the lay by with the recycling bins. **Action: The Clerk.**

1. AOB - Any items raised earlier but not for an extended discussion or decisions and items for inclusion at the meeting on 23rd March 2022.

* The Clerk will arrange for repairs to the noticeboard at the junction of the Street and Eye Road, and for the bench by the play area to be treated with preservative. **Action: The Clerk.**

**Action points from this meeting:**

* The Clerk will contact Drax and Cranswick to request sponsorship of the purchase of coins and events to commemorate the Queen’s Platinum Jubilee. **Action: The Clerk.**
* Councillor Burn will send details of how to apply for funding from the Locality Budget. **Action: The Clerk.**
* The Clerk will contact a local paramedic about cover for events to commemorate the Queen’s Platinum Jubilee. **Action: The Clerk.**
* Councillor Fleming will send the Clerk details of who to contact about solar panels for the Community Centre. **Action: Councillor Fleming.**
* The Clerk will find out the deadline for submission to the Torch Relay. **Action: The Clerk.**
* The bowser needs maintenance. **Action: Councillor Moore.**
* The Clerk will contact Councillor Fleming and Councillor Burn to find out if there is a local emergency evacuation centre. **Action: The Clerk.**
* The Clerk will email the phone number to report smells from the Cranswick Plant to Councillors. **Action: The Clerk.**
* The Clerk will order a new glazed noticeboard for the cemetery: 750 x 750 mm. **Action: The Clerk.**
* The Clerk will arrange for repairs to the noticeboard at the junction of the Street and Eye Road, and for the bench by the play area to be treated with preservative. **Action: The Clerk.**
* The Clerk will respond to planning applications agenda items 19 a i. to iii. **Action: The Clerk.**
* The Clerk will order a 120-litre litter bin to be placed in the lay by with the recycling bins. **Action: The Clerk.**
* The Clerk will update the list of cemetery charges. **Action: The Clerk.**

Meeting closed at 9:25 p.m.