**Minutes of the Meeting of Yaxley Parish Council held on 28th July 2021 at 7.30 p.m.**

**Present:**

Councillor N Young Councillor K Pawsey

Councillor J Moore Councillor R Hall.

Councillor J Hawes Councillor C Wright

District Councillor D Burn

P Freeman Parish Clerk.

Seven members of the public.

1. Election of Officers:
	1. To receive the Chairman’s declaration of acceptance of office or, if not then received, to decide when it shall be received.
* This was completed.
1. Apologies for Absence.
* Councillors Laughlin, Luff, and County Councillor Fleming.
1. Chairman’s Opening Remarks
* The Chair welcomed everyone to the meeting and said she was very proud to have taken on the role of Chair of Yaxley Parish Council. She was sitting where the members of the public were only a year ago and thanked the Parish Council for electing her. The Chair also thanked Councillor Luff for all his work as the previous chairman of the Parish Council.

Meeting closed at 7:40 p.m.

**Public Forum.**

The Clerk read Councillor Fleming’s report to those present at the meeting:

Jessica.fleming@suffolk.gov.uk Tel: 07714-597980 Twitter: @jesstfleming

**Old Railway Bridge (CR 326128) -** Suffolk Highways has responded to queries about safety concerns. The bridge is regularly inspected by both SCC and Highways England (which owns the bridge) and the cracking noted in the SE wingwall is being monitored: *– Our latest inspection took place on the 15th April 2021. There has been no significant change in the crack in the past 6 years, however we continue to monitor this as part of our safety inspections.   As with any other bridge that carries or crosses the highway that is owned by a competent authority (such as Highways England, Network Rail or the Environment Agency) SCC only undertakes biennial visual safety inspections of this bridge.  We have asked the bridge owners (Highways England) to confirm their inspection regime for this bridge, and they have indicated that they “undertake visual examinations annually and Detailed Examinations every 6 years”.  This inspection regime is broadly in line with how we would manage the bridge if we were the owners and should enable them to ensure that it remains safe for use.*

**Highways – A140 Road Safety** – Enquiries about the lorry overturns have been sent to the Speed Management Team and the problem has been assigned unique reference number CR No: 327137. An initial response does not consider that the camber of the road is the cause of the accidents.

**Independent Review of Suffolk County Council’s SEND services** – A report by a multi-agency team from Lincolnshire which is carrying out an independent review into the council’s Special Education Needs and Disabilities services will be published in September. About 18,000 young people use SEND services, including 5,900 with Education Health and Care Plans, about twice the 2014 number.

To input to the review please share experiences of the of the SCC SEND services by email prior to mid-August to SendReview@suffolk.gov.uk.

**Suffolk Recycling Centres Update –** Post July 19th social distancing requirements at recycling sites are being relaxed, as are some other limitations such as the 2-axel trailer rule Please refer to the accompanying flyer: Bookings can be made online via <https://suffolkrecycling.org.uk/where-to-recycle/recycling-centres/suffolk-recycling-centres-booking-page> or by calling 0345 606 6067.. Further changes are planned after 16th August.

**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 -** 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** – The Prime Minister has announced that [step 4 of the easing of COVID restrictions in England is to go ahead](https://www.gov.uk/guidance/covid-19-coronavirus-restrictions-what-you-can-and-cannot-do#england-moves-to-step-4-from-19-july), from Monday (19th July).

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/)

The members of the public who were present at the meeting express their concern about the suggestion to close the junction of the Old Ipswich Road with the A140. This suggestion had been made at an earlier Parish Council meeting in order to reduce the number of heavy goods vehicles crossing Duke’s Bridge. Following an in-depth discussion, it was agreed that the following suggestions should be made to Councillor Fleming:

* A weight limit should be applied to the bridge.
* The underside of the bridge should be filled with concrete.
* As there would have been additional damage during the building of the roundabouts on the A140, when the Eye Road was closed which caused additional traffic on the Old Ipswich Road, some of the funding for the building of the roundabouts should be used to pay for repairs to the bridge.
* The closure of the junction at the end of the Old Ipswich Road with the A140 should not be considered.

Report from District Councillor Burn:

* The application for the Parish Council for a grant from the Locality Budget for maintenance work for the play area may not be successful as it may not qualify because it is regular maintenance.
* The purchase of the play area bark may qualify for a grant.
* There was a short discussion of other possible sources of grant funding for the repairs to the play area.
* In the discussion Councillor Burn explained that there had been no Section 106 agreement when the Cranswick processing plant was given planning permission.

In response to a question the following point was made:

* Refuse, recycling and brown bin collections have been delayed because of a shortage of drivers for the vehicles. The contract to operate the refuse collection system is with Circa.

A member of the public reported a parking problem opposite Pine Trees.

Meeting reopened at 8:20 p.m.

1. Councillor’s Declaration of Interests in Agenda Items.
* None.
1. Minutes of the Previous Meetings held on 26th May 2021.
* The minutes of the last meeting were agreed as a true record and were signed by the Chair, proposed by Councillor Hawes and seconded by Councillor Hall.
1. Matters arising from the minutes:

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.** Completed.
* The Council and the Clerk will agree a new contract of employment. **Action: The Clerk**. Nothing to report.
* Policies to go alongside the Clerk’s new contract. **Action: The Clerk.** Nothing to report.
* Contact Cranswick about the permanent arrangements for the turning into, and on to the A140 from, the processing plant. **Action: The Clerk.** Completed.
* The Clerk will contact Jessica Fleming. **Action: The Clerk.** Completed.
	+ Eye Road in Yaxley to become 30 mph
	+ Close the Old Ipswich Road at the junction with the A140 because of the potential damage to the rail bridge from heavy vehicles.
* 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.** Completed.
* Order playground chippings when repair work has been completed. **Action: The Clerk.** Nothing to report.

**New Action Points from the Meeting on 30 June 2021.**

* Councillor Young was appointed as Chair, she will sign the acceptance of office form at the next meeting. **Action: The Clerk.** Completed.
* Contact Councillor Fleming about the entrance to the Cranswick site. **Action: The Clerk.** Completed.
* Send Councillors a copy of the defibrillator form. **Action: The Clerk.** Completed.
* Councillor Moore will check the defibrillator and bottle bank until the next meeting. **Action: Councillor Moore.** Completed.
* The Clerk will amend the defibrillator monitoring instructions to include how to activate the internal light to check during daylight hours **Action: The Clerk**. Completed.
* Councillor Wright will continue monitoring the play area. **Action: Councillor Wright.** Completed.
* Ask Mr Hammond to cut the foliage at the entrance to Cherry Tree Close. **Action: The Clerk**. Completed.
* Report the need to cut the grass verge on the footpath from Thornham Road to Mellis Primary School **Action: The Clerk**. Completed.
1. Notification of any urgent business.
* None.
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
* Emptying of bins.
* Overgrown footpaths:
	+ The Clerk Has reported the overgrown footpaths and they have now been cut.
* Letters about the proposal to close the Old Ipswich Road at the junction with the A140 because of the potential damage to the rail bridge from heavy vehicles.
	+ See above.
1. Casual Vacancy.
* The Chair and Councillor Pawsey will approach people who may be prepared to fill the vacancy.
1. Clerk’s Contract
* Nothing to report.
1. Yaxley Allotments:
* Update on allotment gardens and tenancy agreement.
1. Report on the number of vacant plots: 18.
2. Update on long term strategy for Yaxley Allotments.
* The Clerk has contacted three companies about drilling bore holes to supply water for the allotments.
* There was a discussion of possible sources of funding for the project.
* Unused plots:
	+ The Clerk will ask Mr Newcombe to cut the unused area of the allotments when it is necessary.
1. Finances and financial report.
	1. Balances on Accounts: 28th June 2021.
		1. Current account: £4,942.62
		2. Deposit account: £5,596.95
* 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
	1. Annual accounts.
* There has not yet been a response from the internal auditor.
	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 including claim for payment to Mr Newcombe |  | £617.06 | LGA 1972 S112  |
| HMRC | PAYE |  | £95.40 | LGA 1972 S112 |
| David Newcombe | Grass cutting allotments, burial ground, well seat and village sign, paid by the Clerk (June invoice) |  | £235.00 | LGA 1972 S111 |
| Andrew Deptford | Replacement battery for defibrillator |  | £204.00 | LGA 1972 S111 |
| Yaxley Community Centre | Payment for insurance of the Community Centre building as in the agreement between the Committee and the Parish Council. |  | £575.23 | LGA 1972 S111 |
| David Newcombe | Grass cutting allotments, burial ground, well seat and village sign. (July invoice) |  | £235.00 | LGA 1972 S111 |
| P Hammond | Cutting vegetation at the entrance to Cherry Tree Close |  | £90.00 | LGA 1972 S111 |

* It was unanimously agreed to pay the invoices listed above, proposed by Councillor Hawes and seconded by Councillor Wright.
	1. Requests for financial support: none.
	2. Receipts:
		1. Interest: £0.14
1. Celebration of the Queen’s Jubilee 2022.
* Following a discussion, it was agreed to contact the Community Centre Committee about the organisation of an event to celebrate the Queen’s jubilee in 2022. **Action: The Clerk.**
* An approach will be made to Drax and Cranswick, for sponsorship of a street party in Yaxley to celebrate the Queen’s Jubilee.
* It was agreed that this should be a regular agenda item.
1. Highways:
	1. Bend by the Cherry Tree Public House.
* Some of the planned work has been completed.
* The Slow signs have still to be painted on the road surface.
	1. Overgrown footpaths.
* See under correspondence.
	1. Rail bridge on Old Ipswich Road.
* See under the Public Forum.
	1. Sign to help emergency vehicles locate the Care Home.
* Following a discussion, it was agreed that the Clerk will contact Councillor Fleming and Councillor Burn about a sign to direct emergency services to Yaxley Care Home. **Action: The Clerk**.
1. Progress Power (Gas Fired Power Station)
	1. Damage to bench and memorial on Eye Airfield.
* During the work to build a perimeter fence for the new power station a bench and memorial on Eye Airfield have been damaged. Councillor Hawes has visited the site, taken photographs and he had spoken to the fencing contractor. The Clerk contacted the development manager who has promised that the damage will be repaired.
	1. Access across the hardstand during the time that Drax will be building the substation.
* Following a discussion, it was agreed that the Clerk will contact Mr Bryce to add to the agreement with Drax, about use of the hardstand, that the Company should install a watermain to the allotments. **Action: The Clerk**.
1. Planning:
	1. Applications:
		1. 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.)

* Following a discussion, it was agreed to support the application.
	+ 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.

* Following a discussion, it was agreed not to comment on the application.
	1. Applications – no decision:
		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: none.
2. Refused: none.
3. Discharge of Conditions:
	* + Discharge Of Condition(s) Town and Country Planning Act 1990

Proposal: Discharge of Conditions Application for DC/20/04476 - Condition 3 (Materials and Colours), Condition 4 (Annotated Proposed Elevations), Condition 5 (Brickwork Bond Details) and Condition 6 (Fenestration)

Location: Yaxley Hall, Hall Lane, Yaxley, Eye Suffolk IP23 8BY

1. Conditions not being Discharged: none.
	1. Withdrawn: none.
	2. Appeal: none.
2. Play area:
	1. Plans for reopening the play area.
		* It was agreed that the play area will be reopened once Mr Tubey has completed the repairs.
		* The play area chips will be ordered once the repairs have been completed.
	2. To receive Play Area Inspection Report.
		* + Nothing to report and Councillor Wright offered to continue until the next meeting.
	3. Annual Report.
* Nothing to report.
1. Yaxley Cemetery:
	1. To consider inspection report - Councillor J Hawes.
* 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. The bottle banks were emptied on the day before this meeting.
* The paper bank will be removed in due course.
* 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 1st September 2021, subsequently changed to 8th September 2021.
	* + The pavement from Duke’s Bridge to the Parish Church has still not been cleared and the Clerk will again report the problem to the Highways Department of Suffolk County Council. **Action: The Clerk.**
* There has been a complaint about the smell from Cranswick Processing Plant and leakage from offal lorries. The Clerk will contact Cranswick. **Action: The Clerk**.

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

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* The Council and the Clerk will agree a new contract of employment. **Action: The Clerk**.
* Policies to go alongside the Clerk’s new contract. **Action: The Clerk.**
* 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.**
* Order playground chippings when repair work has been completed. **Action: The Clerk.**

**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**.
* The Clerk will send the following suggestions to Jessica Fleming about the rail bridge: **Action: The Clerk**.
	+ 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**.
* 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**.
* Complaint about the smell from Cranswick Processing Plant and leakage from offal lorries. **Action: The Clerk**.