**Minutes of the Meeting of Yaxley Parish Council held on 30th June 2021 at 7.30 p.m.**

**Present:**

Councillor J Moore Councillor R Hall.

Councillor J Hawes

District Councillor D Burn

P Freeman Parish Clerk.

No members of the public.

1. Election of Officers:
   1. To elect a Chairman of the Council

* Councillor Young was elected as Chairman, proposed by Councillor Hawes and seconded by Councillor Hall. Although Councillor Young was not present at the meeting, she had informed the Clerk that she was prepared to stand for election as Chairman.
  1. To receive the Chairman’s declaration of acceptance of office or, if not then received, to decide when it shall be received.
* This will be completed at the next meeting.

1. To elect a Vice-Chairman of the Council.

* Councillor Moore was elected as Vice-Chairman, proposed by Councillor Hawes and seconded by Councillor Hall

1. Apologies for Absence.

* Councillors Pawsey, Laughlin, Luff, Wright and Young.

1. Chairman’s Opening Remarks

* Councillor Moore welcomed everyone to the meeting.

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 Chairman, proposed by Councillor Hawes and seconded by Councillor Hall.

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.**
* The Clerk will contact Mr Hammond about a water supply for the allotments from a watermain on his property. **Action: The Clerk**. Completed and the main ends by the dog bin. A water main may need to be laid on to the sub station which could be used for a water supply to the allotments.
* The Council and the Clerk will agree a new contract of employment. **Action: The Clerk**.
* The Clerk will respond to the planning application for Yaxley Manor to give riding lessons. **Action: The Clerk**. Completed and the application has been approved.
  + Condition that flood lighting should end at 9.00 pm
  + Road warning sign for horses.
  + No parking on the Mellis Road.
* Contact Cranswick about the permanent arrangements for the turning into, and on to the A140 from, the processing plant. **Action: The Clerk.** People are ignoring the restriction which prevents vehicles turning right from the northbound carriage way of the A140 into the Cranswick's site. The Parish Council suggests that there should be a central island which would prevent vehicles crossing the southbound carriage way. There has been an accident associated with this and people have been seen turning right into the factory.
* 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.
* Accounts to be sent to the auditor. **Action: The Clerk.** Completed.
* 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 but the work has been delayed as a bid has been made to the Locality Budget, however this may not be available, but a grant may be available elsewhere.
* Order playground chippings when repair work has been completed. **Action: The Clerk.**
* Review the value of the Village Hall for insurance purposes. **Action: The Clerk.** Completed.
* Send defibrillator instructions to Councillors to review. **Action: The Clerk.** Completed.
* Contact Mr Martinelli and inform him that the Parish Council will not give him permission to fly a drone on the allotments. **Action: The Clerk.** Completed.
* Policies to go alongside the Clerk’s new contract. **Action: The Clerk.**
* Ask David Newcombe to cut the unused area of the allotments. **Action: The Clerk.** Completed.
* Change the date of the next meeting to 30 June 2021. **Action: The Clerk.** Completed.

1. Notification of any urgent business.

* Complaints about footpath.

**Public Forum.**

Meeting closed at 7.40 p.m.

Report from Councillor Jessica Fleming, Hartismere Division, Suffolk

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**New Administration**: The annual meeting of the County Council took place on 27th May at Wherstead Park, Ipswich. New cabinet roles and appointments were confirmed, as follows:

Leader – Matthew Hicks

Deputy Leader & Cabinet Member for Finance & Environment – Richard Rout

Cabinet Member for Adult Care – Beccy Hopfensperger

Cabinet Member for Children & Young People’s Services – James Reeder

Cabinet Member for Education & Skills – Rachel Hood

Cabinet Member for Economic Development, Transport Strategy, & Waste – Richard Smith

Cabinet Member for Ipswich, Operational Highways, & Flooding – Paul West

Cabinet Member for Public Health, Public Protection, & Communities – Andrew Reid

Deputy Cabinet Member for Fostering and Adoption – Stephen Burroughes

Deputy Cabinet Member for Highway Drainage – Steve Wiles

Deputy Cabinet Member for Property – Craig Rivett

Deputy Cabinet Member for Protected Landscapes & Archaeology – Melanie Vigo di Gallidoro

Deputy Cabinet Member for SEND – Chris Chambers

Deputy Cabinet Member for Transport Strategy – Alexander Nicoll

**Committee Chairs:**

Overview & Scrutiny - Michael Ladd

Health Scrutiny - Jessica Fleming

Audit - Joanna Spicer

Planning - Jenny Ceresa

Education & Young People - Graham Newman

Pensions - Karen Soons

The July Council Meeting has been postponed until September 8th. Other meetings are being held as scheduled, with key meetings now in person.

**Progress Power –** You may have been contacted by agents to advise that minor works are commencing on the main site near Eye on 28th June 2021. Information about the project is on <https://www.drax.com/about-us/our-projects/progress-power/> A Community Liaison Group is being set up and the parish should have been invited to join.

Report from County Councillor David Burn:

* Employment land on Eye Airfield:
  + Councillor Burn had investigated the situation and it has been difficult to get information. The land has been sold but it was not in the original plans for the development of the airfield that this would be employment land. In Phase 3 it was planned to be a landscape buffer between Yaxley and the Airfield.
  + The area was expected to be developed as a technology section of the Airfield but the plan for the development has little authority.
  + It was pointed out that Yaxley has had no financial benefit from the Cranswick plant.
  + There are plans for a retail area and filling station on the southern roundabout. The plans for this development are at the pre application stage and the developer pays for confidentiality.
* The Joint Local Plan is going through the public examination stage and there are meetings in person and virtually. The first meeting did not go smoothly and by lunchtime had been abandoned and it was then suspended until September 2021. However, it is expected that the plan will be adopted in 2022.
* Diss has put forward a Neighbourhood Plan and the consultation began on 23 June 2021 and continues until the 18 August 2021. There is an online survey and a focus on relevant policies.
* There are plans for a 92-hectare site for solar panels which will have a 50 MW output. The site is adjacent to the A143 and Palgrave.

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
* Speeding on the Mellis Road.
* Removal of the paper bank:
  + The paper bank had not been removed.

1. Casual Vacancy.

* Nothing to report.

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.
   * + There are 11 tenants and 19 vacant plots.
2. Update on long term strategy for Yaxley Allotments.
   * + Nothing to report.

* Unused plots:
  + It was agreed to arrange for the cutting of the grass on the unused plots, proposed by Councillor Hawes and seconded by Councillor Hall. **Action: The Clerk.**

1. Finances and financial report.
   1. Balances on Accounts: 28th May 2021.
      1. Current account: £5,310.44
      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.
  1. Annual accounts.
* The accounts had been sent to the auditor and there was nothing to report.
  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 |  | £620.39 | 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 |  | £235.00 | LGA 1972 S111 |

* It was unanimously agreed to pay the invoices listed above, proposed by Councillor Hawes and seconded by Councillor Hall.
  1. Requests for financial support: none.
  2. Receipts: none.

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

* Councillor Fleming is chasing up the work which is planned.
  1. Vegetation at the entrance to Cherry Tree Close.
* It was agreed that the Clerk will contact Mr Hammond and ask if he can arrange to carry out the annual cut. **Action: The Clerk.**

1. Progress Power (Gas Fired Power Station) – invitation to join Community Liaison Group.

* Councillor Hawes offered to represent the Parish Council on the Liaison Group.

1. Planning:
   1. Applications: none.
   2. 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:
   * + - Application for Planning Permission Without Compliance of Condition(s) - DC/21/02369

Proposal: Application under Section 73 of The Town and Country Planning Act relating to 1822/16 for Variation or Removal of Condition 3 (Restriction on use of stables and land. Exclusion of riding lessons/riding school operation)

Location: Yaxley Manor House, Mellis Road, Yaxley, Suffolk IP23 8DG

1. Refused:
2. Discharge of Conditions:
3. Conditions not being Discharged: none.
   1. Withdrawn: none.
   2. Appeal: none.
4. Play area:
   1. Plans for reopening the play area.
      * + See above.
   2. To receive Play Area Inspection Report.
      * + Councillor Wright had reported that all is in order.
        + Councillors thanked Councillor Wright for his work on this and he had offered to continue until the next meeting.
   3. Annual Report.

* The Clerk reported that he had booked the annual inspection through Mid-Suffolk District Council.

1. 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.
* In order to check the internal light is working during daylight the bottom of the sensor has to be covered and the light will then switch light on. This will be added to the instructions. **Action: The Clerk.**
* The Clerk has ordered a replacement battery and pads.
* The Clerk will send the record report form to Councillor Moore who has offered to check the defibrillator and the bottle bank until the next meeting.
  1. To receive a report on the bottle bank.
* The bottle bank had been emptied recently and the paper bank is three quarters full.
* The Clerk has reported that the litter bin is full and needs to be emptied.

1. AOB - Any items raised earlier but not for an extended discussion or decisions and items for inclusion at the meeting on 28th July 2021.

* Grass and nettles are growing over the pavement between Thornham Road and Mellis Primary School. The Clerk will report this and request that it is cut back and cleared. **Action: The Clerk.**

Meeting closed at 8:30 p.m.