

LITCHAM PARISH COUNCIL

Dawn Meadow Fakenham Road East Bilney Dereham NR20 4HT 01362 861112

**I HEREBY GIVE NOTICE THAT THE NEXT MEETING OF THE
LITCHAM PARISH COUNCIL
WILL BE HELD ON**

MONDAY 4th DECEMBER 2017 AT 7.30 p.m.

**IN THE JUBILEE HALL, Church Street Litcham
FOR THE PURPOSE OF TRANSACTING THE BUSINESS SET OUT ON
THE ATTACHED AGENDA
THE PUBLIC AND PRESS ARE CORDIALLY INVITED TO ATTEND**

**THE FIRST PART OF THE MEETING IS OPENED TO THE PUBLIC TO BRING TO THE
ATTENTION OF THE COUNCIL ANY MATTERS NOT COVERED IN THE AGENDA AND
TO MAKE REPRESENTATIONS ON MATTERS ON THE AGENDA.**

AGENDA

1. To consider Apologies for Absence.
2. To receive Declarations of Interests.
3. To sign as a correct record the minutes of the meeting held on Monday 6th November 2017
4. To receive reports from the County and District Councillor.
5. Matters to report.
 - 5.1 To receive a report from Meet the Leader of Norfolk County Council at Mattishall on 7th November.
 - 5.2 To confirm the dates of meetings for 2018.
6. Highways.
 - 6.1 To receive a report on the previous months comments.
 - 6.2 To note any new problems in the village.
7. Planning
 - 7.1 Applications.
 - 7.1.1 3PL/2017/1361/HOU-19A Wellingham Road-single storey rear extension and internal alterations.
 - 7.2 Decisions.
 - 7.3 To note a matter referred to Enforcement.
8. Finance.
 - 8.1 Budget as circulated.
 - 8.2 To consider a donation to Litcham PCC to assist with the cutting of the churchyard.
 - 8.3 Balances and cheques for authorisation as circulated.
 - 8.4 To consider the maintenance at Long Meadow.
 - 8.5 To decide the precept for 2018-2019.
- 9 Correspondence for circulation as listed.
10. Matters for the next meeting (not for Discussion).
11. To confirm that the next meeting of Litcham Parish Council is to be held on Monday 5 February 2018 at the Jubilee Hall at 7.30 p.m.

SIGNED : B J LEIGH :CLERK TO THE COUNCIL

DATE :- 28TH NOVEMBER 2017

FINANCE : 04 12 17

Balances :-

Bank of Ireland.

Balance at 30 09 17	11107.67
Less Direct Debit- E-on- 12 10 17-67.15	
Cheques authorised 04 09 17-315.00	
Cheques authorised 02 10 17-861.31	<u>1243.46</u>
	9864.21
Plus Interest 05 10 17-.60	
Norfolk Community Foundation C/Car-250.00	<u>250.60</u>
Balance at 31 10 17	10114.81
Less Unpresented cheques authorised 06 11 17-	<u>1176.31</u>
Balance at 06 11 17	9931.36
Plus float for Community car	<u>100.00</u>
Balance at 02 10 17	10031.36

Amount available for Section 137 : $511 \times £7.57 = £3868.27$

Spend to Date :£0.00

Cheques for authorisation:

473	B J Leigh	Salary-Nov 308.21 less PAYE 61.60	246.61
474	HMRC	PAYE-Nov	61.60
475	Mrs E Christie	Community Car October	54.00
476	B J Leigh	Salary-Dec 308.21 less PAYE 61.60	246.61
477	HMRC	PAYE Dec	61.60
478	Mr D St A Moore	Wayleave	7.50
479	Royal British Legion Poppy Appeal	Donation	60.00
480	Litcham Common Conservation Group	Donation	250.00
481	Litcham Youth Club F.C.	Donation	250.00
482	Litcham PCC.	Donation to assist with grass cutting	TBC

LITCHAM PARISH COUNCIL

BUDGET

2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
PRECEPT	6000.00	6000.00	9500.00	9500.00	8500.00	10,000.00	
OTHER INCOME	180.00	180.00	250.00	250.00	960.00	600.00	150.00

EXPENDITURE

	Actual 2011/12	Actual 2012/13	Actual 2013/14	Actual 2014/15	Actual 2015/16	Actual 2016/17	Budget 2017/18	Actual to 31 10 17	Projected 31 10 17 to 31 03 18	Total	Budget 2018/2019
Website	47.00	47.00	47.00	47.00	47.00	47.00	60.00	51.99	0.00	51.99	60.00
NCAPT/C/S/LCC	207.70	211.51	202.13	206.12	207.94	223.62	230.00	148.29	75.00	223.29	240.00
Insurance	220.00	225.00	243.80	243.80	243.80	251.85	270.00	257.80	0.00	257.80	280.00
Audit	1662.00	147.00	1900.00	1720.00	115.00	116.00	150.00	120.00	0.00	120.00	150.00
Donations	500.00	220.00	760.00	780.00	1440.00	1025.00	1500.00	0.00	940.00	940.00	1500.00
Rent	150.00	0.00	150.00	240.00	165.00	0.00	435.00	315.00	100.00	415.00	200.00
Clerk's Salary	2675.74	2675.76	2700.51	2795.16	2846.25	3018.58	3700.00	1743.47	1541.05	3284.52	3700.00
Clerk's Office											
Admin	170.43	135.48	233.98	188.39	178.80	248.19	300.00	0.00	280.00	280.00	300.00
Graveyard	841.04	949.04	858.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00
Street lighting	747.07	629.60	820.22	1043.64	4043.87	4117.90	1000.00	874.72	400.00	1274.72	1000.00
Maintenance	0.00	4.60	0.00	190.00	230.00	320.00	2000.00	210.00	0.00	210.00	2000.00
Training	86.67	0.00	0.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	100.00
Chairman's Fund	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00	50.00
Misc	7099.44	162.50	0.00	12.95	0.00	385.00	200.00	2419.00	0.00	2419.00	200.00
Capital Exp	55.80	0.00	259.74	2102.16	243.39	0.00	0.00	0.00	0.00	0.00	0.00
Community car			88.32	301.04	342.96	212.85	400.00	204.72	180.00	384.72	400.00
Election Expenses		0.00	0.00	0.00	75.00	0.00	170.00	0.00	0.00	0.00	170.00
Diamond Jubilee		714.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
The Green		450.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	14467.89	6572.46	8263.70	9870.26	10179.01	9965.99	10565.00	6344.79	3516.05	9860.84	10350.00

Projected bank balance at 31 03 18:£6500.00

LITCHAM PARISH COUNCIL BUDGET EXPENDITURE APR 2017-MAR 2018

	APRIL	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MARCH	TOTAL	BUDGET	AVAILABLE TO SPEND	S137
ADMIN COSTS															£0.00	
INSURANCE			£257.80										£257.80	£270.00	£12.40	
AUDIT		£20.00				£100.00							£120.00	£150.00	£30.00	
HALL HIRE						£315.00							£315.00	£435.00	£120.00	
CLERK'S SALARY	£305.15	£308.21	£308.21	£308.21	£102.73	£308.21	£308.21	£308.21	£308.21				£2,051.68	£3,700.00	£1,648.32	
CLERKS EXPENSES													£0.00	£50.00	£50.00	
NALCIS/OIG/OPEN SPACES		£148.29											£148.29	£230.00	£81.71	
WEBSpace	£51.99												£51.99	£80.00	£28.01	
TRAINING													£0.00	£100.00	£100.00	
STATIONERY													£0.00	£100.00	£100.00	
TELEPHONE													£0.00	£50.00	£50.00	
ADMIN													£0.00	£100.00	£100.00	
COMMUNITY CAR ELECTION EXPENSES	£167.08	£79.34	£65.30	£44.55		£56.06	£123.45	£54.00					£8.72	£400.00	£391.28	
GRASS CUT/ MAINT													£0.00	£170.00	£170.00	
STREET LIGHTING	£114.21	£63.95	£399.53	£119.41	£66.08	£66.08	£119.41						£936.67	£1,000.00	£61.33	
LITCHAM CYARD													£0.00	£0.00	£0.00	
GENERAL REPAIR													£0.00		£0.00	
MAINTENANCE							£210.00						£210.00	£2,000.00	£1,790.00	
DONATIONS								£300.00					£300.00	£1,500.00	£1,200.00	
CAPITAL EXP	£101.24												£101.24	£0.00	£101.24	
CHAIRMAN'S FUND													£0.00	£50.00	£50.00	
MISC	£4,538.00		£2,269.00				£150.00						£2,419.00	£200.00	£2,219.00	
TOTAL	£4,943.51	£619.79	£1,248.36	£472.17	£36.65	£845.35	£664.17	£862.21	£0.00	£0.00	£0.00	£0.00	£6,922.19	£10,565.00	£3,642.81	£0.00

