

# Litcham Parish Council

## Minutes

of the meeting held on the 19th June 2006 at 7:30pm in the Jubilee Hall,  
Church Street, Litcham.

Present: Mike Oldfield (Chairman)

Mark Sheard

Chris Mitchell

Trevor Carter

John Relph (Clerk)

1 member of the public.

1) Apologies: An apology was received from Les Raven on reasons of ill health.

2) Declarations of Interest by Councilors: None received.

3) Minutes of the meeting held on the 15th May 2006 were agreed and signed as a accurate record of that meeting.

4) Reports:

Long Meadow: The new contract has been signed and rent of £180 received. John Dewing of Case and Dewing has valued the land at £3000 and confirmed that the current rent is 'very fair'.

Village Appraisal: This has been printed and copies were allocated to councilors to be distributed at the end of the week.

Dog Fouling Signs: James Henderson has re-erected the two vandalized posts and shorted the posts in Pound Lane and Druids Lane.

Use of School Tennis Courts: The 'Litcham Parish Tennis Club' has had a poor response. The Council decided to allow the ten-week trial to run its course but felt that unless there was an improvement in attendance the club would be cancelled. The Clerk will talk to the High School regarding ways of reducing the cost in the hope that this might make the club viable.

Gate at Rear of Graveyard: PCC will consider this at their next meeting.

Bowls Equipment: Norfolk Carpet Bowl Association say they can use the Litcham set and are willing to come and collect it, but cannot afford more than a nominal amount for it. The Chairman mentioned that there was some interest in the set from Beeston, Clerk will investigate.

Road Safety, Back Lane: The Clerk reported a conversation with an Inspector from N.C.C. Highways regarding the gate to the playing field in Back Lane. The Inspector agreed that the gate was a hazard and suggested the installation of an 'H-bar' and cutting back the hedge to improve visibility. The Council asked the Clerk to pass these comments onto the High School.

Litcham Common: Cllr. Carter drew the Council's attention an article on the web that recommends the Common as a "good place for both exhibitionism and voyeurism". The Clerk had contacted Tim Angell of the Litcham Common Management Committee and he was of the opinion that the entries were several years old. Since then the car park has been moved nearer the road and he was not aware of any current problems.

Litter: A parishioner has reported that litter bin next to the bus shelter fills up quickly and consequently litter spills out onto the pavement. The Clerk suggested the installation of a larger bin at an estimated the cost at £200, he will present quotes for the work at the next meeting.

Anti-social Behaviour: Clerk reported on further incidents that have been referred to Breckland and the Police for action.

5) Asset Register: The Asset Register was agreed as complete and adopted by the Council.

6) Jubilee Hall Chairs: Council agreed to a request to purchase 50 new chairs for the Jubilee Hall. The Council expressed a preference for bright colours.

7) Play Area: The Chairman reported a meeting with Breckland in which they noted that, as a result of the recent 'Open Space Audit' Litcham had been identified as deficient in public playing space. The Council then

considered and approved a Business Plan to provide such facilities for the village. This will be presented to Breckland on the 4th July.

8) Update Heritage Map: The Clerk reported that the original maps were produced by Breckland's 'Heritage Department' but unfortunately they have stopped doing them. The Clerk will investigate other ways of updating them.

9) Annual Revision of Clerks Salary: The Council agreed to raise the Clerks salary in line with the nationally agreed rate. It was also agreed to maintain the Clerks current hours at eight a week.

10) Planning : Application 3PL/2006/0739F and 3PL/2006/0740LB Alteration to existing dwelling house and outbuilding range was considered and no objection was raised. Cllr. Payne noted that the windows shown in the plans for the single story outbuilding did not match those of the main building. Clerk will pass his comments onto Breckland.

11) Financial Business: The Financial reconciliation for May was checked against the current bank statements and signed.

Receipts, the following receipts were noted:-

- i) of £180.00 from David Lucas for Long Meadow.
- ii) of £24.78 from Lloyds bank, deposit account interest.
- iii) of £372.65 VAT refund from HM Customs & Excise

Payments made:

- iv) of £51.69 to Eon Electricity for street-lighting power during May paid by direct debit.
- v) by cheque no.477; £84.88 to T.T. Jones for streetlight maintenance (1st Quarter).
- vi) by cheque no.478; £39 to Litcham Jubilee Hall for the hire of the hall for meetings.
- vii) by cheque no.479; £29.05 to Surelock Security for new filing cabinet lock.
- viii) by cheque no.480; £185 to Zurich Insurance for renewal of Combined Local Council Policy.
- ix) by cheque no.481; £839 to Everetts for printing of Parish Appraisal.

- x) by cheque no.482; £58. to Case and Dewing for valuation of Long Meadow.
- xi) by cheque no.483; to N.P.T.P. £60 for two night training course.
- xii) to the Clerk by cheque no.484; Salary Mar-May £815.98 plus £71.98 administrative costs.

12) The following Correspondence was considered:

- i) Litcham Primary School – letter re: parking in Church St.
- ii) Breckland:
  - a) Planning Policy Newsletter.
  - b) Community News
  - c) Street Scene Conference 6th July 5.30-9pm; Programme.
- iii) Norfolk Constabulary; Safer Neighbourhoods.
- iv) Norfolk Playing Field Association; newsletter “the Playing Field”
- v) N.C.C. via NCAPTC; reply to NAIL2 newsletter (via e-mail).
- vi) Clerk and Councils Direct; newsletter May ‘06
- vii) Charter 88; “Citizen” newsletter.
- viii) Citizens Advice Bureau; notice of Annual General Meeting 2nd Aug. 06.
- ix) Letter from a holiday-maker staying in a Canaan Row cottage complaining of speeding traffic.

Clerk will reply to items i) and ix) expressing Councils continued concern over road Safety issues.

13) Items for the next agenda. Health and Safety.

14) The date of next meeting was confirmed as Monday 17th July 2006. in the Jubilee Hall at 7.30pm .

Meeting closed at 21.35pm.