

# LITCHAM PARISH COUNCIL

## MINUTES

of the meeting held on 16th July 2007 in the Jubilee Hall at 7.30 pm

Present:

Mike Oldfield (Chairman)  
Roy Payne (Vice-chairman)  
David Holland  
Claire Lawrence  
Chris Mitchell  
Trevor Carter  
Chris Holland  
John Relph (Clerk)

Mark Kiddle-Morris (District Councillor)

Ian Mitchell (Ramblers Association)

Tim Angell (Litcham Common Management Committee), Sharon Junge (L.A.L.G.A. Secretary), Bryan Leigh.

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Before the meeting Ian Mitchell of the Ramblers Association presented the results of his research into footpaths around Litcham. He drew the Council's attention to an old footpath running south/south-east from the Common through Narrowgate and on to the western edge of Beeston and to the fact that Drury Lane, despite being part of the Nar Valley Way was not a registered public Right of Way. He also mentioned Litcham Heath and enquired as to its ownership. He concluded by saying the Ramblers Association were keen to assist the Council on any matter relating to Countryside access.

The Chairman thanked Mr. Mitchell for his presentation and the research he had done in preparing it.

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1) Apologies None, all councillors present.

2) Declarations of Interest; None.

3) Minutes of the meeting held on the 18th of June were agreed and signed.

4) To Hear Reports: Clerk reported that he was still waiting for a reply from Norfolk County Council regarding the registration of the 'Village Green'.

Pot holes had been filled in Butt Lane and Back Lane.

5) Appointment of Clerk: The Council considered an application for the post of Parish Clerk from Bryan Leigh, currently Clerk to Bilney and Beeston Parish Councils. It was agreed to engage Mr. Leigh as Parish Clerk for 25 hours per calendar month at the nationally agreed rate for Spinal Column Point 18.

6) Footpaths: The Council considered the information presented by Ian Mitchell of the Ramblers association and asked the Clerk to enquire about the ownership of Litcham Heath. It was decided not to follow up, at this time, issues relating to the Drury Lane and the Narrowgate footpath mentioned above.

7) Road Safety: Cllr. Lawrence expressed concern at safety of the exit from the School playing field in Back Lane. The Council wrote last year to the school about this and made suggestions for it's improvements but so far nothing has been done. Cllr. Lawrence agreed to contact the headmaster and enquire if the school shared the Councils concerns and were any plans to make the exit safer.

8) Litter Bin on the Common: Council considered a request from Litcham Common Management Committee for provision of litter bin in Litcham Common car park. It was agreed to fit litter bin to a post in the car park.

9) Planning : Enforcements

i) The Council noted the following enforcement orders;

a) 3PL/2007/0282/ENF – Hanworth House, outbuilding.

b) 3PL/2007/0290/ENF – The Priory; satellite dish on listed building.

Permissions

ii) Granting of permission for application 3PL/2007/0585/F; Kiln House, demolition of existing kitchen and addition of store and erection of two story annex was noted.

## Applications

iii) Council considered application 3PL/2007/0868/LB The Priory; removal of existing buildings and replacement garage/implement buildings and passed it without comments or objections.

## 10) Financial Business:

i) The financial reconciliation for the year to date was agreed and signed.

ii) Council noted the Internal Auditor's report for 2006-7, which stated that the account procedures of the Council were satisfactory.

iii) The Final Accounts and Annual Audit Return for year ending 31st March 2007 were presented to the Council, agreed and signed.

## Receipts

iv) of £39.38 from Lloyds bank, deposit account interest for June was noted.

## Payments:

v) two payments of £60.82 to Eon for street-lighting power during May & June. were noted.

vi) of £191.90 (£163.32+VAT) to Glasdon UK ltd for purchase of 'Fido' bins & fittings.

vii) of £39 to Litcham Jubilee Hall for use of hall for meetings.

viii) A request for a donation to 'Vitalise' was considered and it was decided not to make a donation.

ix) A request for donation towards the cost of a wreath from the British Legion was considered and a donation of £18.00 was made.

## 11) Correspondence,

### i) Breckland:

a) Best Value Performance Plan - CD ROM.

b) Standards Committee - Agenda 12th July 2007.

- ii) N.C.C - No Smoking Legislation.
  - iii) NCAPTC - Norfolk Link Issue 160 June 2007 & training schedule.
  - iv) Thank-you letter from Church and Village fro donation of £100.
  - v) N.C.C. - Local Bus Variation Peeling PE 1, new timetable (trip to Kings Lynn is 5 minutes longer).
  - vi) Norfolk Fire Service Safety Plan questionnaire.
  - vii) Open Space Society Annual Report and accounts 2007.
  - viii) Dereham L.A.G. - minutes for meeting on 26th June.
  - ix) Norfolk NHS - notice of new on-line directory at [www.heron.nhs.uk/directories.asp](http://www.heron.nhs.uk/directories.asp).
  - x) A letter from Litcham High School Governors had been received saying that they had heard the Parish Council wished to establish a 'Right of Way' through the Churchyard. The Council asked the Clerk to reply saying that the Council has no such plans.
  - xi) Letter from Charity Commission regarding the appointment of Trustte for the Litcham Relief in Need Charity. Cllr. David Holland reported that the he was hoping to call a meeting soon to fill the two remaining vacant Trustee posts by co-option.
  - xii) Clerk and Councils direct - magazine.
- 12) Items for the next agenda.
- i) To select tree for the Village green.
  - ii) Recycling (C.H.).
  - iii) Speed Limits (C.L.).
- 13) Next Meeting; the date of the next meeting was confirmed as Monday 3rd September. 2007 starting at 7.30pm in the Jubilee Hall, Church Street, Litcham.