

# LITCHAM PARISH COUNCIL MINUTES

of the Meeting of Litcham Parish Council held on  
19th March at 7.30pm in Jubilee Hall. Church Street, Litcham.

Present:

Mike Oldfield (Chairman)  
Trevor Carter  
Claire Lawrence  
Chris Mitchell  
Roy Payne  
Mark Sheard  
John Relph (Clerk)  
Nine members of the Public

Meeting Opened at 19.37 pm

- 1) Apologies; Les Raven apologised for his absence due to family commitments, (phone message received by clerk the following day).
- 2) Declarations of Interest; Mike Oldfield declared an interest in Agenda item 5 and Chris Mitchell declared an interest in 9vi).
- 3) Minutes of the previous meeting held on the 19th February 2007 were agreed and signed.
- 4) Reports:  
Draft Open Space License this will go before the NCC Property Asset Panel on the 1st of April for approval.

Litcham Common, grazing proposals; the Council noted the reply, received from Tim Angell of the Litcham Common Management Committee, to the comments made by Mr. Fulcher at the last meeting, a copy has been forwarded to Mr. Fulcher.

Youth Shelter; this project has been dropped at the request of members of Litcham youth.

Highways: Clerk reported on a meeting with Shaun Simpson of Highways covering the following;

Zig-zags for the Primary School. Shaun agreed in principal to the installation of yellow zig-zags outside Litcham Primary school. It should be noted, however, that the zig-zags can only be installed along the frontage of the primary school site and in particular will not extend southwards towards the Butt Lane junction. Highway are not prepared to considered any other parking restrictions in this area as they would not be enforceable. (i.e. lack of manpower and expense of sending traffic warden/police officers to come and issue parking tickets!).

There are some problems regarding the exact configuration of the zig-zags especially in relation to the School Bus parking bay. Highway will draw up plans and liaise with the school over these issues.

Drainage, Druids Lane outside High School. This appears to be working at the moment and there have been no further incidents of flooding. If problems do reoccur then Highways will consider improvements to the culver.

Pavement breakup Butt Lane: this will be actioned as soon as possible.

White Lining; Shaun agreed to get the fading junction markings at both ends of Druid Lane and at the Bull Junction renewed, he also noted that the SLOW sign in back lane had still not been reversed.

Footway, Lexham Road outside Litcham Hall and 30mph repeater sign. The footway near the Butt Lane/Lexham Road junction has become considerably narrowed by the accumulation of earth and growth of the hedge. Shaun will contact Litcham Hall and ask for the hedge to be trimmed back to the line of the wall. Highways will then undertake the clearance the footpath and consider whether the 30mph repeater sign needs resiting.

Vandalism; The Litter Bin in Butt Lane has now been concreted in after it had been pushed over on several occasions. The Dog Fouling sign in Druids

lane and the No Cycling sign in passage way to Manor Drive have both been re-erected and concreted in.

5) Litcham Relief in Need Charity Trust: Council considered the outcome of a meeting held, at the suggestion of the Charity Commission, immediately prior to the Parish Council meeting that attempted to resolve the current dispute over the Trusteeship of the Litcham Relief in Need Charity. This meeting ended without any clear consensus. The Council by a majority of 3 to 2 decided to confirm the appointment of David Holland as one of the two Parish Council nominees, Mr. Holland duly signed an acceptance of Office form. The Council then asked the Clerk to write a letter to the Charity asking them to identify the second Parish Council Nominee as this appointment was overdue and request that the status of all Trustees is regularised and brought in line with the requirements of the Trust Scheme No.263113.

6) Notice Board on the Village Green: Three quotes were considered for the construction in oak of a three-panel notice board for erection on the green opposite the Bull Inn. The Council decided to offer the contract to Stephen Gooch at a cost of £800.00. The Council then considered glazing options and decided to use laminated glass.

7) Appointments: Following the resignations of Mark Sheard and Diana Collen from the Jubilee Hall Trust the Parish Council appointed Mark Kiddle-Morris (current Chairman of the Jubilee Hall Management Committee) as Parish Council nominee to the Jubilee Hall Trust. There were no other candidates available at the time of the meeting so the appointment of the second Parish Council Nominee was postponed, the Clerk will advertise the post in the Church and Village magazine.

8) Planning:

Permissions: The Council noted the following;-

i) granting of permission for application SP/Y/3/2006/3032 from Norfolk County Council, to build Reception Office and Library Extension at Litcham Primary School.

ii) granting of permission for application 3/PL/2006/0055/F, Canaan Cottage, Dereham Rd; Proposed conservatory.

iii) planning enforcement Punch Farm. Change of use of building without planning permission from use as general purpose agricultural building to housing of livestock .

Applications:

iv) The Council considered planning application 3PL/2007/268/F, 23 Church Street; erection of two storey extension and raised no objection or comments.

v) The Council considered planning application 3PL/2007/0231/F, Birch House, Rectory Meadow; replacement of storm damaged shed and raised no objection or comments.

vi) The Council considered planning application 3PL/2007/0211/F, Norfolk Cottage, Tittlesahll Rd; demolition of garage and conservatory and erection of two storey extension with garage and new vehicular access and raised no objection or comments.

vii) The clerk informed the Council that he had contacted Breckland regarding the current building work at the White House, Mileham Road and was awaiting the result of an inspection by a Breckland planning officer.

9) Financial Business: the financial reconciliation for the year to date was checked with the latest bank statements and signed.

i) The Council noted transfer of £500.00 from the deposit to current account scheduled for 27th March to cover outgoings in April 2007.

Receipts:

ii) Receipt of Deposit Account Interest of £34.44 for February 2007 was noted.

iii) £70.01 from NCAPTC being refund for overpayment of subscription for 2005/6

Payments:

iv) by direct debit of £121.63 on 26th February to Eon Electricity for street-lighting power December 2006 and January 2007.

- v) £84.88 to T.T. Jones Electrical Ltd for streetlight maintenance, Jan-March 07, (4th quarter).
- vi) £74.26 to Chris Mitchell for installation of litterbins and repair of 'No Cycling' sign and re-erection of Dog Fouling sign in Druid Lane.
- vii) £25 for the annual renewal of membership of Norfolk Rural Community Council.
- viii) £70.01 to NCS, being in respect of underpayment for invoice No.I-122318G.
- ix) £897.79, consisting of £815.98 for salary November 06-February 07 plus expenses of £81.81p.
- x) Clerk put two recently received letters before the Council for their consideration and the following payments were approved.
- xi) £30 to the Jubilee Hall Management Committee towards cost of electric supply for the bus shelter light.
- xii) A donation of £200 to the Litcham Youth Project towards the cost of renting the Jubilee Hall for their regular Thursday meetings.

10) Correspondence from the following was noted;

- i) Breckland
  - a) Prospective Candidate evenings, Thursday 20th March at Dereham.
  - b) Planning Policy Newsletter No.04 – Winter 2007
  - c) Development Choices – Issues and Options for the Future.
  - d) Standard Committee – request for Nomination for Standards Board.
  - e) Big Lottery Children's Play Funding.
  - ii) Norfolk County Council: E-UROCOM – free language training for small to medium sized businesses in Norfolk..
  - ii) NCAPTC:
    - f) Promotional material regarding the forthcoming elections posted on Notice Boards and leaflets left in P.O.
    - g) Planning seminar 12th June 2007 at Breckland offices, Dereham.

ii) NRCC: Invitation to Member's Council meeting on Wednesday 28th March, the Nelson Room, Hempnall Village Hall, and Minutes of Annual General meeting 14th Sept 06

11) Items for the next agenda. Village Map for new notice board.

12) Next Meeting:

i) The date of the Annual Parish Meeting was confirmed as April 16th 2007, this meeting being the Annual General Meeting of the Council take place in the Jubilee Hall starting at 7.30pm.

ii) The date of next Parish Council Meeting was confirmed as Monday 14th May 2007 to take place in the Jubilee Hall starting at 7.30pm.

Meeting closed at 21.21pm.