

# LITCHAM PARISH COUNCIL

## MINUTES

of meeting held on 5th November 2007  
in Jubilee Hall Litcham at 7.30 pm

Present Councillor M Oldfield (Chair)  
Councillor T Carter  
Councillor D Holland  
Councillor C Holland  
Councillor C Lawrence  
Councillor C Mitchell

District Councillor M Kiddle Morris  
1 member of the public

1. Apologies for Absence.

Apologies for absence had been received from Councillor R Payne who was on business and this was accepted.

2. Declaration of Interest.

There were no declarations of interest.

3. Minutes of the Previous Meeting.

The minutes of the meeting held on 1 October 2007 having been circulated were approved and signed.

4. Matters to Report.

4.1 Local Development Framework Presentation.

Councillor Carter apologised for being unable to attend the presentation as he was ill. Councillors Oldfield and Holland reported that Litcham is to be included as a service centre but it has reached its limit for sustainability for schooling and health care. A Class B Service Centre would only be developed as the housing needs are identified. More houses are to be built at Great Massingham which is outside Breckland but the children may well attend the Litcham High

School which could mean that local children are unable to obtain places. The local landowner had requested that an area of land be included for development and he is to be contacted regarding this and the possible provision of an open space and play area. No information has yet been received as to how development will take place i.e. if 100 houses are built in the first year will no more be built over the remaining period of the Framework. Information will be forwarded from Breckland as to who has requested land to be included in the settlement boundary in the Framework when the Site Specifics are sent out for consultation in about September 2008.

4.2 NCAPTC Autumn Seminar on Young, Old, and Diverse 8 November.  
No one would be attending.

4.3 NCAPTC Breckland Area Meeting-Understanding the Planning System  
13 November  
No one would be attending.

4.4 Breckland Council Open Evening 3 December.  
No one would be attending.

4.5 Breckland Council Holiday Activities programme.  
It was agreed to reply to the survey stating that the Parish Council would support.  
There was an activity organised in 2007 to which no one attended and District Councillor Kiddle Morris has informed Breckland Council to contact Richard Bailey.

4.6 Advertising The Green for registering as an open space.  
The questionnaires from the Open Space Society was agreed and copies are to be delivered to the Chairman and placed in the Post Office, on the website and in the Church and Village Magazine.

4.7 Open Space.  
It was agreed to await further developments.

#### 4.8 Breckland Council Post Office Network Survey.

There are to be three separate phases of the closures and the Post Offices would be informed for the first phase in January and public notification in March. District Councillor Kiddle Morris would be doing the reply to the survey.

#### 4.9 Homecoming Parade for the Light Dragoons 19 November.

The date and time for this was noted.

#### 4.10 Dereham and District Tourist Association 22 November.

The date and time was noted.

### 5. Planning.

#### 5.1 Applications.

5.1.1 3PL/2007/1555/F-The Old Rectory Mileham Road-replace flat roof on existing garage with pitched roof.

NO OBJECTION.

All were in favour

5.1.2 3PL/2007/1686/F-Cedaville Front Street-domestic extension.

NO OBJECTION

All were in favour

#### 5.2 Decisions.

The following decisions were noted:-

5.2.1 3PL/2007/1477F-Lime Kiln Barn Back Lane-proposed extension & alterations to existing dwelling.

Permission

5.2.2 3PL/2007/1528/F-3 Council Houses Lexham Road-erection of garage.

Permission

5.2.3 3PL/2007/1297/F-23 Church Street-proposed dwelling  
Withdrawn

This was withdrawn as there had been an objection from the Highways Officer as there is no ability to drive forward out of the property onto Church Street.

5.2.4 3PL/2007/1278/F-Priory Cottage 34 Church Street-single storey extension.

Permission

5.3 Enforcements.

5.3.1 7 Lexham Road.

The members wished to tidy up the frontage to the property where goods were being sold and Breckland Council Enforcement Officers and Peddars Way are to be contacted.

5.3.2 7 Weasenham Road.

Breckland Council and Peddars Way are to be contacted regarding the vehicles at this property.

6. Correspondence for circulation.

6.1 The Playing Field

6.2 NCAPTC Norfolk Link

6.3 CPRE Light Pollution Guidance Notes

6.4 Open Spaces Society Getting Greens Registered

6.5 Dereham Local Action Group minutes 25 09 07

6.6 Open Space Autumn 2007

6.7 Breckland Council-Agenda

## 7. Highways

### 7.1 General.

Norfolk County Council are to be contacted to complete the works started and to amend the Slow sign on Back Lane. A finger post was broken at the junction of Weasenham and Wellingham Road and there continues to be flooding on Dereham Road near to the fishing lakes. The Son of Sam signs have been booked but no date has been given for the erection.

### 7.2 Replacement of posts on the Green.

It was agreed to replace the broken posts. The numbers needed would be available for the next meeting and then a quotation obtained from Rougham Sawmills for oak posts.

## 8. Finance.

8.1 The budget sheets had been circulated and these were approved.

### 8.2 Balances:

Business 30 Day account		
Balance at 31 08 07		13347.34
Interest		<u>37.18</u>
Balance at 27 09 07		<u>13384.52</u>
Current Account		
Balance at 31 08 07		1610.99
Less-Direct Debits E-on Energy-	60.82	
Cheques authorised 03 09 07	1245.76	
		<u>1306.58</u>
		<u>304.41</u>
Plus Receipts-Breckland Precept		<u>3937.50</u>
Balance at 27 09 07		<u>4241.91</u>
Less unrepresented cheques authorised 01 10 07		<u>219.68</u>

Amount available for Section 137 :483x5.64= £2724.12  
Spend to Date :£ 18.00

Cheques for authorisation:

565 B J Leigh Salary-Oct	209.68
566 NCS Graveyard cutting	380.60
569 Open Space Society Booklet	10.00
568 Dereham CAB Donation	50.00

### 8.3 Membership of The Open Space Society.

The membership had been agreed to be paid by direct debit annually and this was confirmed for the current year.

### 8.4 Upgrade of Street Lighting.

The further quotation had not yet been received although the company had informed the Clerk that some of the work was not necessary. It was agreed to await the receipt of the quotation before deciding the course of action.

### 8.5 Annual Audit for 2006-2007.

A letter had been received from the Audit Commission requesting more details on the payments to the Clerk and other payments and that the Internal Auditor had not filled in Section 4 correctly. The Clerk is to obtain the necessary information and forward this to the Audit Commission.

### 8.6 Precept 2008-2009.

A lengthy discussion took place concerning the setting of the precept for 2008-2009.

It was thought that the heritage Map should be updated and that reserves should be used to reduce the precept.

It was proposed by Councillor C Holland and seconded by Councillor D Holland that the precept be set at £6000.

This was agreed by a majority decision.

9. Clerk's Corner.

9.1 Salary scales for Clerks.

The salary scales for Clerks from April 2007 had now been agreed and the details would be available at the next meeting.

10. Matters for the next meeting.

10.1 Dates of meetings for 2008.

10.2 Clerk's Salary.

10.3 Affordable Housing Survey.

10.4 Tree preservation orders.

10.5 Heritage Map.

10.6 Footpath:Nar Valley Way.

10.7 Bulb Planting.

11. Date of the next meeting.

This was confirmed as Monday 3rd December 2007 at 1930 to be held at The Jubilee Hall., Litcham.

The meeting closed at 21:35pm