

LITCHAM PARISH COUNCIL MINUTES

ANNUAL GENERAL MEETING

6th May 2008 Jubilee Hall Litcham 7.30 pm
M I N U T E S

Present Councillor M Oldfield (Chair)
Councillor R Payne
Councillor D Holland
Councillor C Holland
Councillor C Mitchell

District Councillor M Kiddle Morris
1 member of the public

1. Election of Chairman.

Councillor D Holland proposed and Councillor C Holland seconded the resolution that Councillor Oldfield be re-elected Chairman this was carried unanimously. The Declaration of Acceptance of Office was signed by the Chairman and witnessed by the Proper Officer of the Council.

2. Apologies for Absence.

Apologies for Absence had been received from Councillors Carter and Lawrence and these were accepted.

3. Declaration of Interest.

Councillor Payne declared a prejudicial interest in Agenda Item 10.1.3 being the architect.

4. Minutes of the Previous Meeting.

The minutes of the meeting held on 7 April 2008 having been circulated were approved and signed.

5. Election of Vice-Chairman.

Councillor D Holland proposed and Councillor Mitchell seconded the resolution that Councillor Payne be re-elected Vice-Chairman. This was passed unanimously. The Declaration of Acceptance of Office was signed and witnessed by the Proper Officer of the Council.

6. Election of members to serve on Committees.

6.1 Planning.

Councillors Oldfield, Payne and C Holland were unanimously elected to the Planning Committee.

6.2 Finance.

Councillors Mitchell, Lawrence and D Holland were unanimously elected to the Finance Committee.

7. Appointment of representatives to other organisations.

7.1 Litcham Jubilee Hall Trust.

Councillor Lawrence was appointed as the Parish Council representative on the Litcham Jubilee hall Trust.

7.2 Litcham Relief in Need Charity.

Councillor D Holland was appointed as the Parish Council representative on the Litcham Relief in Need Charity.

7.3 Litcham Primary School-Children's Centre Committee.

Councillor Lawrence was appointed as the Parish Council representative on the Litcham Primary School-Children's Centre Committee.

7.4 Litcham Common Management Committee.

Councillor Oldfield was appointed as the Parish Council representative on the Litcham Common management Committee.

8. Inspection of Parish Council Assets.

8.1 Long Meadow.

The deeds were inspected and the current rent and valuation agreed and it was resolved to deposit the deeds at the Records Office.

8.2 Asset Register.

This was inspected and signed as a true record of the assets of the Parish Council.

9. Matters to Report.

9.1 Registering of the Green.

No replies had been received and it was agreed that a more detailed map of the area be attached in future which Councillor Payne would supply.

9.2 Proposed Removal of the Telephone Box on Weasenham Road.

BT had proposed that the telephone box on Weasenham Road be removed as no calls had been made from the box in the last year. It was agreed to advertise this proposed closure in the Church and Village magazine and to defer a decision until the next meeting.

10. Planning.

10.1 Applications.

10.1.1 3PL/2008/0213/LB-Corner Stores Mileham Road-erection of satellite dish to west wall inside court yard underneath existing dish.dish.

NO OBJECTION.

This was passed unanimously.

10.1.2 Bramley Weasenham Road- discharge of legal document-S106 agreement.

NO OBJECTION All were in favour of the decision.

Councillor Payne withdrew from the meeting.

10.1.3 3PL/2008/0694/F-Land off Manor Drive-erection of a pair of semi-detached cottages.

OBJECTION

There was concern that there would be insufficient space to park off-road leading to congestion at this point of Manor Drive, or to access the road in forward gear. The building line is too close to the road. The style and design of the proposed development is not in keeping with the area and this is back garden development which should not be allowed. The original application had been for a bungalow and this would have been more preferable.

All were in favour of the decision.

Councillor Payne rejoined the meeting.

10.2 Decisions.

The following decision was noted

10.2.1 3PL/2008/0303/F-Southery Cottage Tittleshall Road siting of garden shed - Refusal

10.3 Breckland Local Development Framework Meeting 18 June.

A meeting had been arranged with Breckland Council to discuss the proposed guidelines for the village with other parishes at Jubilee Hall on 18 June at 7.30p.m.

11. Correspondence for circulation.

The following correspondence had been received and would be circulated.

11.1 Homewatch Meeting

11.2 Norfolk County Council Who Cares

11.3 Norfolk Link

- 11.4 Breckland Agendas
- 11.5 LAG Minutes agenda and statistics
- 11.6 NHS Norfolk Consultation
- 11.7 Jubilee Hall Thank you

12. Highways

12.1 Parking at the Post Office.

Nothing further had been received from Norfolk County Council.

12.2 Training for Speed Watch.

Volunteers are to be requested by advertising in the Church and Village magazine for training as radar gun operators for the village and any decision will be made at the next meeting.

12.3 Ditch on Church Street.

The Clerk had contacted Lexham Estates and been informed that the ditch belongs to Norfolk County Council and they are now to be contacted to ascertain if they will place a fence on the pavement side of the ditch.

12.4 General.

The hedge at Litcham Hall needs to be cut back to the wall as does a hedge at Stannell House on Back Street. A 30m.p.h. sign on Tittleshall road has advertising placed on it. All these concerns will be reported to Norfolk County Council. The Chairman would contact the owner of an abandoned car on Tittleshall road.

13. Finance.

13.1 Balances and Cheques for authorisation.

Balances :-

Business 30 Day account

Balance at 29 02 08	13581.81
---------------------	----------

Interest	30.09
----------	-------

Balance at 31 03 08	13611.90
---------------------	----------

Current Account

Balance at 29 02 08	1871.79
---------------------	---------

Less-Direct Debits- E-on Energy-	60.82	1810.97
----------------------------------	-------	---------

Less cheques authorised 03 03 08	380.60	1430.37
----------------------------------	--------	---------

Less unrepresented cheques	28.25	1402.12
----------------------------	-------	---------

Balance at 31 03 08	1402.12
---------------------	---------

Amount available for Section 137:487x5.86= £2853.82

Spend to Date: £ 00.00

The following cheques were agreed for payment:

588	B J Leigh	Salary-Apr	£214.88
589	J.P's maintenance	Grass cutting Churchyard	£80.00
590	Litcham Jubilee Hall	Hire of hall	£65.00

13.2 Street Lighting Maintenance.

It was agreed to accept the quotation from MHB Services for £290.22 for one year only but to attempt to negotiate a reduction by paying in advance for part of the year. They are also to be contacted to see if the lights could be programmed to extinguish at midnight.

13.3 Renewals of Website and Domain Name.

It was agreed unanimously to renew the website and domain name at a cost of £48

13.4 Draft accounts.

The draft accounts were agreed and these are to be forwarded to the Internal Auditor as the first phase of the Audit.

14. Heritage Map.

A response is still awaited from Norfolk County Council

15. Clerk's Corner.

15.1 Training - No one would be attending the Initial Training for Clerks and Councillors.

15.2 Norfolk Planning Conference 12 June. - No one would be attending this.

16. Matters for the next meeting.

16.1 Holding meetings at the Primary school.

17. Date of the next meeting.

This was confirmed as Monday 2nd June 2008 at 1930 to be held at The Jubilee Hall, Litcham.

The meeting closed at 21:15pm