

Minutes of the Meeting of Litcham Parish Council held on **Monday 1<sup>st</sup> December 2008**, in The Jubilee Hall at 7.30 p.m.

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

4 members of the public

During the open part of the meeting Mrs Warnes raised the replacement of the village sign opposite Holly House, Dereham Road, which had been removed when there was an accident. This had not been reported prior to the meeting but would be reported to the Highways Department.

Mr. Walpole informed the members of a new charity that had been formed 6 weeks ago which is separate from the PCC and is to raise finance for the fabric of the church. The clock has stopped and the charity is aimed at restoring the fabric of the building which would otherwise not be able to be repaired through lack of finance. It is hoped that people who like the clock, tower and bells would donate to protect the fabric of the building. The clock had not been serviced since the end of the 1800s and a quotation had been received to have the clock serviced and new clock faces installed. The quote is in two parts firstly to take down the mechanism and service it and secondly to take down the faces and dials, copy them, make new ones and replace.

The charity had so far raised £2500. Councillor C Holland queried what avenues had been explored for funding. Mr Walpole stated that the Charity was applying to Lottery Heritage Fund. Councillor C Holland suggested that NRCC and English Heritage could also help. Councillor C Holland stated that in principle the Parish Council would be in favour of supporting the charity but further information is needed on other sources of funding before committing a specific amount. Councillor Oldfield requested confirmation that the charity had the backing of the PCC and this was confirmed.

Mr Angell raised the matter of the roadside nature reserve on Wellingham Road which in the past NCC has cut and the conservation group has raked. NCC has been unable to cut this year and there is no funding until April 2009 and he wondered if the Parish Council would fund the cutting of the reserve. Councillor Lawrence stated that NCC is returning to cut the triangle on Dunham road and wondered if it is possible for the two to be cut at the same time. Norfolk County Council would be contacted to enquire if the two areas could be cut together.

**1. Apologies for Absence.**

Apologies for absence had been received Councillors Payne and this was accepted. Councillor Payne had also tendered his resignation from the Parish Council and the Clerk would contact Breckland Council to put in motion the procedure for the vacancy.

**2. Declaration of Interest.**

There were no declarations of interest.

**3. Minutes of the Previous Meeting.**

The minutes of the meeting held on 3 November 2008 having been circulated were approved with the addition of the following under 10.2 after the meeting was reconvened- "Councillor C Holland stated that the person making the accusation was not at either meeting and the person concerned did not dispute this" and signed.

**4. The Friends of All Saints Church Litcham.**

It was agreed to await the outcome of the applications for external funding prior to deciding the amount to donate.

**5. Matters to Report.****5.1 Registering of the Green.**

It was agreed to proceed with registering the Green on the basis of the information received.

**5.2 Reduction in the time for Street lighting.**

Nothing further had been received.

**5.3 Access to Long Meadow**

Nothing had been received regarding clearing the access.

**5.4 Cut to the River.**

The reply from Land registry is awaited.

**5.5 Heritage Map.**

As Mr Payne was not present it was agreed to collect all the documents from him and check what has been done ready for the next meeting.

**6. Planning.****6.1 Applications.**

There were no planning applications.

**6.2 Decisions.**

**6.2.1** 3PL/2008/1417/F-Stapleherne Tittleshall Road-single storey extension to existing domestic garage. Permission

**6.3 Enforcements.****6.3.1 Car on Tittleshall Road.**

It was agreed to contact Breckland Council again to see if it would take action to have the vehicle removed.

The meeting was adjourned.

Mrs Warnes queried the situation on the land to rear of Litcham Hall and she was informed of the conversations with the agent for the landowner and with Breckland Council who would be attending the February meeting

The meeting was reconvened.

**7. Correspondence for circulation.**

The following correspondence had been received and would be circulated.

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| <b>7.1</b> | Breckland Agenda                       |
| <b>7.2</b> | Breckland Town and Parish newsletter   |
| <b>7.3</b> | The Playing Field autumn 2008          |
| <b>7.4</b> | Dereham LAG Minutes                    |
| <b>7.5</b> | Norfolk County Council Gritting Routes |
| <b>7.6</b> | Teleshopping                           |

**8. Highways****8.1 General.**

Repairs need to be carried out to a manhole outside Oddfellows Hall, the footway outside Litcham Hall and the wall along Mileham Road. All of these will be raised with Norfolk County Council.

**9. Finance.**

**9.1** The budget sheets had been circulated and these were approved.

The Clerk raised the matter of cutting the churchyard as the budget had not been used and after discussion it was proposed by Councillor D Holland and seconded by Councillor Lawrence that the churchyard be cut now in readiness for the new season at a cost of £150. It was agreed not to cut the hedge.

## 9.2 Balances:

### Business 30 Day account

Balance at 30 09 08	13792.92
Interest	<u>29.48</u>
Balance at 31 10 08	13822.40

### Current Account

Balance at 31 09 08	5087.28
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### Bank of Ireland.

Balance at 13 10 08	(21.36)
Less cheque authorised 06 10 08-	233.54
Direct Debit E-on	60.82
	<u>294.36</u>
Balance at 31 10 08	(315.72)
Less unpresented cheques authorised 03 11 08	<u>(266.88)</u>
Balance at 01 12 08	(582.60)

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

Spend to Date :£ 00.00

Cheques for authorisation:

005	B J Leigh	Salary-November 220.13 Back pay 01 04 08-31 10 08 7 months at 5.25 per month= 36.75	256.88
006	Dereham Watton and Holt CAB	Donation	100.00
007	Litcham Jubilee hall	Hire of Hall	52.00
008	Mazars LLP	External Audit	141.00
009	SLCC	25% Membership fee	29.25
010	MHB Services Ltd	Streetlight maintenance	308.96

Councillors Holland and Holland proposed that Lloyds Bank be written to complaining about the length of time that it has taken to transfer the money and the loss of interest received by the Parish Council. After discussion this was passed by a majority decision.

### 9.3 Precept.

Councillor Lawrence proposed and Councillor Mitchell seconded the resolution that the precept be set at £6000. This was passed by a majority decision.

### 9.4 Donation to the Litcham Common Conservation Group.

Councillor Lawrence proposed and Councillor Oldfield seconded the resolution that £250 be donated to the group. All were in favour.

### 9.5 External Audit.

This had been returned with the only comment being that the fixed assets should be amended to include the notice board and dog bins purchased. This had been done at the Annual Parish Council meeting in May 2008.

**9.6 Open Spaces Appeal for funds to support legal action.**

Councillor Mitchell proposed and Councillor Carter seconded the resolution that £50 be donated. All were in favour.

**10. Matters for the next meeting.**

There were no matters raised for the next meeting.

**11. Clerk's Corner.****11.1 Dates of meetings for 2009.**

The following dates for the meetings for 2009 were agreed.

**Parish Council Meetings**February 2<sup>nd</sup>March 2<sup>nd</sup>April 6<sup>th</sup>May 5<sup>th</sup>June 1<sup>st</sup>July 6<sup>th</sup>September 7<sup>th</sup>October 5<sup>th</sup>November 2<sup>nd</sup>December 7<sup>th</sup>**Annual Parish Council Meeting**May 5<sup>th</sup>**Annual Parish Meeting**April 20<sup>th</sup>**11.2 New Model Freedom of Information Act.**

Councillor Oldfield proposed and Councillor Carter seconded the resolution that the new Model Freedom of Information Act be adopted. All were in favour.

**13. Date of the next meeting.**

This was confirmed as Monday 2 February 2009 at 1900 to be held at The Jubilee Hall, Litcham.

The meeting closed at 2110.