

LITCHAM PARISH COUNCIL

MINUTES

meeting held on 7th July 2008 Jubilee Hall Litcham 7.30 pm

Present Councillor M Oldfield (Chair)
Councillor R Payne
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.

There were no apologies of absence.

2. Declaration of Interest.

Councillor D Holland declared a prejudicial interest in Agenda Items 5.4 and 6.4.

3. Minutes of the Previous Meeting.

The minutes of the meeting held on 2 June 2008 having been circulated were approved and signed.

4. Heritage Map.

Chris Hood from Signs of Life who produce specialist signs gave a presentation of the work they carry out including for heritage and conservation organisations. A lot of work has been carried out for the Norfolk wildlife Trust and examples of the signs produced were shown to the members. The signs are embedded in GRP and then framed. They will research the project or will accept the information provided by the Parish Council. A sign similar to that in the Butter Cross at Lexham could be produced. He felt that the existing map is too complex and should be more simple to use. The cost would range from £1000-£2000 and he would appreciate the Parish Council deciding on a budget. Match funding could be available from Breckland Council or from NRCC and this is to be pursued. Councillor Payne agreed to produce an outline hopefully for the September meeting

5. Matters to Report.

5.1 Registering of the Green.

A further copy was returned and Councillor Payne has some more with more to be returned. It was hoped that photographs could be found showing the use of the Green for the Jubilee and Easter with donkeys and the tug-of-war matches.

5.2 Use of the High School for Parish council Meetings.

The Clerk reported that it would cost £45 for the caretaker to be in attendance on a Monday evening which is available. It was agreed to remain at the Jubilee Hall and Diane Colleen had agreed to ensure the heating was switched on earlier in the winter.

5.3 Street Lighting on Manor Drive.

The clerk reported that the PCSO would be discussing the lighting on Manor Drive with Peddars Way and Homewatch and would report back to the Parish Council

No volunteers had come forward but Councillor Carter wished to volunteer.

5.4 Parish Council Trustee to the Litcham in Relief Charity.

A letter had been received from a parishioner who felt that the trustee nominated by the Parish Council should be a resident of the village. Councillor Payne agreed with this statement especially as this is a very political situation and a touchy subject. No other letters had been received and the appointment was not changed.

5.5 NRCC AGM Mileham 16 July.

Councillor D Holland stated he would possibly attend.

5.6 Norfolk County council Local Transport Plan Delivery Seminar 15 July.

No one would be attending this.

5.7 Standards Committee (England) Regulations 2008

Complaints against Councillors would now be dealt with by the Standards Committee of Breckland Council and not the Standards Board for England.

5.8 NCAPTC Summer Conference 22 July.

No one would be attending this. As one of the items on the agenda was the unitary review the District Councillor briefed the members on the proposal published that day by the Boundary Committee which was for one unitary authority including Lowestoft for Norfolk. This would mean in the opinion of Breckland Council mean less local representation and a likely rise in Council Tax for the residents of Breckland. Little time had been available for the response to be considered but at the meeting at Breckland Council a straw poll indicated that the majority were still in favour of the status quo. A response has to be made in September and the final proposal will be forwarded to the Secretary of State at the end of December.

6. Planning.

6.1 Applications.

There were no planning applications.

6.2 Decisions.

The following decisions were noted

6.2.1 3PL/2008/0694/F-Land off manor Drive Permission

Councillor Lawrence left the meeting.

6.3 Enforcements.

6.3.1 Allotments Dereham Road/Dunham Road.

A copy of a letter sent to the Litcham Relief in Need Charity stating that the allotment sheds would benefit from planning permission and the necessary forms and been forwarded to the charity. It is unlikely that Breckland Council would pursue formal enforcement action.

6.4 Village guidelines and Site Specifics for the LDF.

The meeting was adjourned.

Mr Bailey spoke about the parcel of land he has put forward for development which is at present outside the guidelines stating that this would provide more parking for the Health Centre and an access to the site from Manor Drive. He requested that the parish council support his request.

The meeting was reconvened.

At present all the sites are non-conforming or unreasonable and a decision will be made in September following the Open Meeting at 7.00 p.m. The details of the sites are to be placed on the website and in the Post Office. It was requested that Breckland Council confirm why the allotments are classified as unreasonable.

7. Correspondence for circulation.

The following correspondence had been received and would be circulated.

7.1 Breckland Site Specifics and Options Consultation

7.2 Norfolk Link-June 2008

7.3 Breckland Business plan 2008-2014

7.4 Breckland Agendas

7.5 LAG Minutes agenda

7.6 Open Space Summer 2008

7.7 Breckland Breckfest

8. Highways

8.1 Parking at the Post Office.

Norfolk County Council had stated that the method of emphasising the existing markings would be to provide hatched markings subject to approval from the Conservation Officer. It was agreed that this would not be in keeping and it was further agreed that no further action would be taken over the bollards or lining.

8.2 General.

The Chairman had walked the village and produced a list of defects which would be passed to Norfolk County Council in addition to which would be the manhole on Druids Lane which is higher than the road and the water by-passes the drain.

8.3 Ditch on Church Street.

The ownership of the strip of land to the west of the ditch is still being discussed with Norfolk County Council.

8.4 Planting of Wild Flowers.

This item was taken prior to Councillor Lawrence leaving the meeting and she confirmed that she had spoken to Jason Glasspoole of Norfolk County Council and the County Ecologist and Utilities and the area on the junction of Dunham/Dereham Roads had been agreed as suitable for planting.

8.5 Footway at the Primary School.

A revised design had been received and the work would now take place commencing on 18 August for two weeks when the Children's Centre is closed.

9. Finance.

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

9.2 Balances:

Business 30 Day account

Balance at 30 04 08	13644.04
Interest	<u>28.75</u>
Balance at 31 05 08	13672.79

Current Account

Balance at 01 05 08	3843.76
Plus-Receipts Rent	<u>180.00</u>
	4023.76

Less-Direct Debits- E-on Energy- 60.82	3962.94
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Less cheques authorised	
07 04 08-	100.00
06 05 08-359.88	<u>459.88</u>
	3503.06
Less unrepresented cheques	<u>392.48</u>
Balance at 06 05 08	3110.58

Amount available for Section 137 : $487 \times 5.86 = \text{£}2853.82$
Spend to Date : $\text{£} 00.00$

The following cheques were authorised for payment:

593 B J Leigh Salary-Jun	214.88
594 MHB Services Ltd Maintenance	28.42
595 J.P.'s maintenance Cutting Churchyard	80.00
596 Zurich Insurance Annual insurance	205.00

9.3 Street Lighting Maintenance.

It was agreed to reduce the hours for the street lighting from half an hour after sunset until midnight GMT and from 0500 to half hour before sunrise. It was agreed to request a price to renew the yellow stained bowls of the lights.

9.4 Annual accounts for the year ending 31 March 2008.

Councillor D Holland proposed and Councillor Carter seconded the resolution that the accounts and statement of governance having been circulated be approved. All were in favour and the accounts and statement were signed by the Chairman.

9.5 Insurance for the current financial year.

Councillor Carter proposed and Councillor C Holland seconded the resolution that the insurance remain with Zurich insurance for the coming year at a cost of £205. All were in favour.

10. Matters for the next meeting.

- 10.1 Wellingham Road
- 10.2 Car on Tittleshall road
- 10.3 Norfolk Cottage encroachment onto highway.
- 10.4 Stannell house hedge

11. Date of the next meeting.

This was confirmed as Monday 1st September 2008 to follow the Open Meeting which starts at 7.00 p.m. 1900 to be held at The Jubilee Hall, Litcham.

The meeting closed at 2126.