

# L I T C H A M P A R I S H C O U N C I L M I N U T E S

3rd March 2008

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 for Absence.
2. Declaration of Interest.  
Councillor D Holland declared a prejudicial interest in Item 12 being a trustee, Councillor Payne declared a prejudicial interest in Item 5.1.1 being the architect and Councillor Lawrence declared a personal interest in Item 8.8 being a member of the Management Committee.
3. Minutes of the Previous Meeting.  
The minutes of the meeting held on 4 February 2007 having been circulated were approved and signed.
4. Matters to Report.
  - 4.1 Registering of the Green.  
No further replies had been received and it was agreed to print some more copies and to deliver by hand and to assist in completing the forms if needed. The Clerk reported on communications he had had with Norfolk County Council and Norfolk Property Services regarding the Green. The bench had been placed on the Green without agreement and should be removed and the posts if they are to be replaced must be placed 2.5 metres from the highway. The Clerk also stated that a planning application for the notice board would probably be opposed by the owners of the land. The options open were to sign the licence or continue with the registration. It was agreed unanimously to proceed with the registration to ensure that the land remains as an open space.
  - 4.2 Community Emergency Co-ordinator.  
It was agreed to advertise in the Church and Village magazine for a local person to act as the Emergency Co-ordinator.
  - 4.3 Meeting the Boundary Committee.  
A meeting is to be held at County Hall on Thursday 13th March at 7p.m. for representatives of Parish and Town Councils to meet representatives of the Boundary committee. Councillor D Holland stated that he would attend.
5. Planning.
  - 5.1 Applications.  
Councillor Payne withdrew from the meeting.
    - 5.1.1 3PL/2008/0148/F-New Inn Cottage Dereham Road-new garage and access.  
NO OBJECTION. This was passed unanimously.  
Councillor Payne rejoined the meeting.

5.2 Decisions. There were no decisions to report.

6. Correspondence for circulation.

The following correspondence had been received and would be circulated.

- 6.1 Breckland-Agenda
- 6.2 Norfolk Link
- 6.3 Litcham Common Conservation Group-thank you letter
- 6.4 NCAPTC reorganisation
- 6.5 LAG Minutes agenda and statistics
- 6.6 I&DEA-local Area Agreements
- 6.7 Breckland-Changes to Planning Procedures,
- 6.8 Norfolk Waste Partnership-Your Rubbish Your Choice
- 6.9 The Playing Field
- 6.10 Breckland Council-installation of dog bins
- 6.11 The Wave
- 6.12 Norfolk Accident Rescue Service-thank you letter.
- 6.13 Open Space Spring 2008.

7. Highways

7.1 Replacement of Posts on the Green.

As previously minuted these must be placed 2.5 metres from the highway which would not discourage parking. The NCAPTC is to be contacted for clarification as the current posts have been there for 20-30years.

7.2 Planting of Bulbs.

Councillor Lawrence had discussed this with Mr T Angell and they had agreed to plant snowdrops, aconites, bluebells and snakeshead fritillaries on all approach roads except Dunham Road. It was queried whether these would be seen on unmaintained verges but the consensus was that they would be. A planning application is needed plus a maintenance schedule and Councillor Lawrence agreed to clarify the costs and to report back in September.

7.3 Parking at the Post Office.

A reply from Norfolk County Council had been received stating that the painting of a white line was the only option and that the area in front of the Post Office is classed as footway and vehicles parked there are causing an obstruction. If bollards were to be erected they would be located close to the carriage way edge stopping all parking outside the shop. It was agreed that this was contrary to the advice given previously and Jason Glasspoole of Norfolk County Council is to be contacted for clarification.

7.4 General.

The potholes in Pound Lane have not been repaired and the road between Litcham and Tittleshall is in a poor state after the grips have been cleared. Both these items are to be reported again. When the Highways Engineer visited Litcham he agreed to improve the junction at Druids Lane and Mileham Road but this has not been completed and he is to be reminded of the need for this to be completed.

8. Finance.

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

8.2 Balances:

Business 30 Day account	
Balance at 31 12 07	15501.64
Interest	42.33
	15543.97
Less- transfer to Current Account	2000.00
Balance at 31 01 08	13543.97

Current Account	
Balance at 31 12 07	799.83
Less-Direct Debits- E-on Energy-	60.82
	739.01
Plus- Transfer from 30 day Account	2000.00
	2739.01
Less unrepresented cheques authorised 04 02 08	806.40
Balance at 31 01 08	1932.61

Amount available for Section 137 :487x5.64= £2746.68  
Spend to Date :£ 68.00

The following cheques were authorised for payment.

578 B J Leigh	Salary-Feb	£214.88	+Ink-49.97	=	£264.85
579 T T Jones	Maintenance	Jan-Mar			£87.59
580 NRCC	Membership				£25.00
581 Beetley Parish Council	- Photocopying				£13.16

### 8.3 Changing Bankers to the Bank of Ireland.

It was proposed by Councillor Lawrence and seconded by Councillor D Holland the attached resolution to appoint the Bank of Ireland as bankers be approved. This was agreed unanimously.

### 8.4 Maintenance of the Graveyard.

It was proposed to accept the quotation from J.P's Maintenance for four cuts per year at £80 per cut, spray the footpaths once at £65 and cut the hedge once for £100. This was passed by a majority decision. The Clerk is to contact them to see if they would change the basis for their quotation.

### 8.5 Street Lighting Maintenance.

This was deferred to the next meeting.

### 8.6 Membership of NRCC.

It was agreed unanimously to renew the membership for the coming year but as a non voting member at a cost of £15.

### 8.7 External Audit.

This had now been completed with no adverse comments and this would be laminated and displayed on the village notice board.

### 8.8 Donation to the Jubilee Hall.

The Management Committee had requested a donation of £50 for the cost of running the bus shelter light. Councillor D Holland proposed and Councillor Oldfield seconded the resolution that £30 be donated. This was defeated by a majority decision. Councillor Lawrence proposed and Councillor Payne seconded the resolution that £50 be donated to the Jubilee hall. This was passed by a majority decision.

## 9. Heritage Map.

Following discussions with the previous Clerk it was agreed to contact David Mills of Norfolk County Council to enquire if he could help.

## 10. Nar Valley Way.

The letter from Norfolk County Council stating that agreement in principle for the new footpath from the two landowners had been received was noted. Mr Warnes has given his full consent it is hoped Mr Archer will follow suit. The proposed new route was agreed unanimously.

12. Litcham Relief in Need Charity.  
Councillor Holland reported that the Charity may be applying for a lottery grant for the regeneration of the allotments. If this proceeds a steering is envisaged being set up which would include the LALGA, the Parish Council and other interested parties. If this steering committee is formed the Chairman agreed to become a member.
13. Clerk's Corner.
  - 13.1 Membership of the SLCC.  
It was proposed by Councillor Payne and seconded by Councillor Carter that one quarter of the membership fee at a cost of £28.25 be paid for the membership of the Clerk.
14. Matters for the next meeting.
  - 14.1 Streetlighting Maintenance
  - 14.2 Norfolk Minerals and Waste Development Framework.  
A lengthy discussion occurred regarding the proposed sites for mineral extraction and it was agreed to hold an extra meeting on Monday 10 March to discuss these proposals and formulate the Parish Council's reply.
15. Date of the next meeting.  
This was confirmed as Monday 10th March 2008 at 1930 to be held at The Jubilee Hall, Litcham.

The meeting closed at 2143.