
EXTRACT

as published in the Church and Village Magazine

May (2010) Attended by four Councillors, County and District Councillor Kiddle Morris the following was considered:

Election of Chairman: Councillor Mike Oldfield was elected Chairman of the Parish Council.

Election of Vice-Chairman: Councillor Trevor Carter was elected Vice-Chairman of the Parish Council.

Highways/Traffic Matters: Wellingham Road is to be closed to allow resurfacing work to be undertaken. The following matters are to be reported to Norfolk County Council:- the gulleys on Church Street need jetting, the hedge on Druids Lane has not been trimmed nor has the hedge at Holly Hose, there are potholes in Druids Lane and at the Mileham/Church street junction, the edge of Butt lane needs repair and there is still some uneven surfaces on Wellingham road that have not been marked for repair. The contract for the barrier at Kepple Close is to be awarded to Norfolk County Council.

Litcham Common Management Committee had requested that cattle grids be positioned on the Dunham road to allow free access to each side of the road for the ponies. Norfolk County Council are conducting a feasibility study on the matter and will report back in due course.

Speedwatch: The Clerk had contacted Mileham and Tittleshall Parish Clerk for the names of the volunteers so that the group can commence the Speedwatch in the villages but no names had been forwarded. If no names are forwarded in the next month then the training will proceed with the members from Litcham.

Heritage Map: New photographs had been taken of the sites in the village to be featured on the Heritage map and the layout should be available at the next meeting.

Planning. Applications; no objection was raised to the application relocate an existing mobile classroom and erection of new purpose built dance studio at Litcham high school.

Decisions: permission had been granted to install plastic bunded oil tank in garden and external oil fired boiler at 6 Church street. The application to convert to 2 self contained holiday lets at 1 Church street had been referred to the Development Control Committee on 10 May

Village Fair 2010: the money received from the previous account was not the total amount in the accounts and a new cheque is awaited. £500 was donated to the new fund to assist with the initial set up costs for the fair in June.

Accounts: the accounts for the year April 2009 to March 2010 were approved.

FULL MINUTES

Minutes of the Meeting of Litcham Parish Council held on **Tuesday 4th May 2010**, in The Jubilee Hall at 7.30 p.m.

Present

Councillor M Oldfield (Chair)
Councillor T Carter
Councillor M Anderson
Councillor C Mitchell

County and District Councillor Kiddle Morris

1. Election of Chairman.

Councillor Carter proposed and Councillor Anderson seconded the resolution that Councillor Oldfield be elected Chairman. All were in favour and Councillor Oldfield was duly elected and the declaration of acceptance of office duly signed and witnessed.

2. Apologies for Absence.

An apology for absence had been received from Councillor Lawrence who was at a funeral and this was accepted.

3. Declaration of Interest.

There were no declarations of interest.

4. Minutes of the Previous Meeting.

Councillor Anderson proposed and Councillor Mitchell seconded the resolution that the minutes of the meeting held on 6 April 2010 having been circulated be approved. All were in favour and the minutes were duly signed.

5. Election of Vice-Chairman.

Councillor Oldfield proposed and Councillor Anderson seconded the resolution that Councillor Carter be elected Vice-Chairman. All were in favour and Councillor Carter was duly elected and the declaration of acceptance of office duly signed and witnessed.

6. Committees.**6.1 Finance.**

It was agreed that it was not necessary to have a finance committee.

6.2 Planning.

Councillors Oldfield Carter and Mitchell were elected to the planning committee.

7. Representatives on outside bodies.**7.1 Litcham Hall Jubilee trust.**

Councillor Anderson was elected as the representative.

7.2 Litcham Primary School and Childrens Centre.

Councillor Lawrence was elected as the representative.

7.3 Litcham Common Management Committee.

Councillor Oldfield was elected as the representative.

8. Parish Council Assets.**8.1 Long Meadow Deeds.**

These were inspected and are to be deposited at the solicitors.

8.2 Asset Register.

This was inspected and signed as a true record.

1. LAND

Two Acres or thereabouts of land know as 'Long Meadow' at the southern edge of Litcham Common in the parish of Kempstone. (*Valued by Case & Dewing June 2006*)

MARKET VALUE £3000

ASSET VALUE £3000

2. VILLAGE SIGN

REPLACEMENT COST £800
ASSET VALUE NIL

3. VILLAGE NOTICE BOARD

REPLACEMENT COST £900
ASSET VALUE NIL

4. LITTER BINS

5 'NEOPOLITAN' litter bins purchased from Glasdon in 2006 [£211 each].

REPLACEMENT COST £1060
ASSET VALUE NIL

5. DOG FOULING BINS

2 'FIDO' litter bins purchased from Glasdon in 2006 [£90 each].

REPLACEMENT COST £180
ASSET VALUE NIL

6. STREETLIGHTS

- i) Six lampposts and lamps at 80 watt MBFU.
(valued at £980 each including installation)
- ii) Fifteen 80 watt MBFU lamps affixed to buildings and telegraph poles.
(valued at £740 each including installation)

Total of twenty-one lamps.

REPLACEMENT COST £16,980
ASSET VALUE NIL

7. OFFICE EQUIPMENT

- i) Three draw filing cabinet - £90
- ii) Photocopier – HP6210 “All-in-one” - **£180**
- iii) Gavel Set - **£30.00**

REPLACEMENT COST £300
ASSET VALUE £150

8. LITERATURE

- i) Councillors Guide **£13.50**
- ii) Local Council Clerks Guide **£11.75**
- iii) Powers and Constitutions (NCAPTC booklet) **£5.00**
- iv) Chairmanship (NCAPTC booklet) **£5.00**

REPLACEMENT COST £40
ASSET VALUE NIL

9. DOCUMENTS

- i) Rules as to Nomination and Election of Parish Councils dated 1898
- ii) Local Council Administration (1975)
- iii) Various bills dated between 1835 and 1955
- iv) Minute books :
 - a) 1919 – 1935
 - b) 1935 – 1955
 - c) 1955 – 1989
 - d) 1990 – 1993
 - e) 1993 – 1996
 - f) 1996 – 2001

Agendas and Minutes 2001 – present day kept in lose-leaf folders.
- v) Payment and Receipt books
 - a) 1966-1986
 - b) 1986-1999

Payments and receipt 1999 – present day kept in filing cabinet.
- vi) Visitors Book – Queen Elizabeth’s Jubilee Thankgiving Service 3rd June 2002

VALUE - NIL

TOTAL VALUE OF ASSETS: - £3,150

9. Matters to Report.**9.1 Registering of the Green.**

Nothing had been heard.

9.2 Heritage Map.

The Chairman had walked the village with Chris Hood and photographs taken. The proof for circulation is awaited.

9.3 Employment of Young Offenders Team to clean the War Memorial.

This should be completed in the next two weeks.

9.4 Planting of Tree.

The application has been sent to Breckland Council and is being considered. A decision should be known by the next meeting. Councillor Mitchell is to contact two painters to refurbish the village sign.

9.5 Emergency Plan for the Village.

The questionnaires had not been distributed with the Church and Village Magazine but will be with the next edition.

9.6 Post and Wire fence at Long Meadow

Nothing had been heard from the contractor.

10. Planning.**10.1 Applications.**

10.1.1 3CM/2010/0009/F-Litcham high school Church street-re-location of existing mobile classroom & erection of new purpose built dance studio.

NO OBJECTION was raised to the above application

10.2 Decisions.

10.2.1 3PL/2010/0162/F-Hutlea 6 Church street-install plastic bunded oil tank in garden & external oil fired boiler Permission.

10.3 Development Control Committee.

10.3.1 3PL/2010/0211/LB and 0212/F-1 Church Street-conversion of ancillary accommodation to 2 self contained holiday lets (northern wing) Introduce door to eastern wing.

This is to be considered by the committee on 10 May.

11. Correspondence for circulation.

The following correspondence had been received and would be circulated.

11.1 Norfolk Link April 2010

11.2 Open Spaces Society

A new bag is needed for the circulating correspondence.

12. Highways

12.1 General.

The following are to reported: - a raised portion on Wellingham road has not been marked, the hedge at Holly House has not been cut, pot hole on Druids lane, hedge on Druids Lane the crossroads at the Bull, white line outside the museum, the gulleys on Church Street and the gully at the junction of Dereham/Dunham road needs marking. The tree at Litcham Close has still not been attended to.

12.2 Kissing Gate on Weasenham Road.

A quotation had been received from Norfolk County Council for £295.75 and from NORSE for £341.60. It was agreed to accept the quotation from Norfolk County Council.

12.3 Speedwatch.

Nothing had been received from either Mileham or Tittleshall Parish Councils. Funding is now limited and training is needed soon. It is possible to proceed with the volunteers from Litcham only. Councillor Carter is to contact the police to arrange the training.

12.4 Wellingham Road.

This is to be closed from 17 May to 21 May for essential maintenance.

12.5 Cattle grids on Dunham Road.

Litcham Common Management Committee had requested these to enable ponies to graze both sides of the road. Norfolk County Council are checking if this is feasible.

13. Finance.

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

13.2 Balances:

The following balances and cheques for authorisation were approved.

Bank of Ireland.

Balance at 28 02 10		14301.94
Less cheques authorised 07 12 09-20.00		
cheques authorised 01 02 10-33.75		
cheques authorised 01 03 10-270.98		
Direct Debit E-on 16 03 10- 41.24		
Direct Debit Open Spaces Society 02 03 10-40.00		<u>405.97</u>
		13895.98
Plus interest- 05 03 10		<u>0.01</u>
Balance at 31 03 10	13895.98	
Less unrepresented cheques authorised 06 04 10		<u>714.72</u>
Balance at 06 04 10		13181.26

Amount available for Section 137 :469 x 6.15= £2884.35

Spend to Date :£ 0.00

063	B J Leigh	Salary-April	222.98
064	Jubilee Hall	Hall Hire	45.00
065	Litcham Community Fair	Contribution	500.00

13.3 Accounts 2009-2010.

Councillor carter [proposed and Councillor Anderson seconded the resolution that the accounts which had been circulated be approved. All were in favour and the accounts were duly signed by the Chairman and Responsible Financial Officer.

14. Village Fair 2010.

14.1 Receipt of the balance in the accounts.

The Clerk reported that the cheque for £2328.43 had been cancelled and a revised cheque has not yet been received.

14.2 Distribution of the Residue of the Fund.

This was deferred to the next meeting.

14.3 Funds from the Village Fair.

A letter had been received from the organisers stating that all stall holders will retain the money raised on their stall. The money raised from the raffle bouncy castle and various non organisation stalls would be split equally between the schools and Litcham organisations. It was agreed not to have a Parish Council stall.

15. Matters for the next meeting.

15.1 Kiosk at the Post office.

16. Date of the next meeting.

This was confirmed as Monday 7 June 2010 at 1930 to be held at The Jubilee Hall, Litcham.

The meeting closed at 2054