

Minutes of the Meeting of Litcham Parish Council held on **Monday 4 November 2019**, in The Jubilee Hall at 7.30 p.m.

Present

Councillor M Oldfield (Chair)
Councillor C Mitchell
Councillor M Anderson
Councillor C Lawrence
Councillor M Brookbank

County and District Councillor M Kiddle Morris

One parishioner.

1. Apologies for Absence.

Apologies for absence had been received from Councillors Christie who was ill and Councillor Fagence and these were accepted.

2. Declaration of Pecuniary Interest.

There were no DPIs.

3. Minutes of the Previous Meeting.

Councillor Anderson proposed and Councillor Brookbank seconded the resolution that the minutes of the meeting held on 2 September 2019 having been circulated be approved. All were in favour and the minutes were duly signed.

4. Public Participation.

4.1 County and District Councillor Reports.

The County Councillor reported as follows:-

Budget: The County Council is consulting on proposals for the 2020-21 budget. The consultation runs from 23rd October until 10th December. The Councils Budget Book 2019 – 2022 contains the details of the proposed budget and this is available on the NCC website. Consultation responses can be made using an online form which can be viewed at www.norfolk.gov.uk/budget or by post using a paper copy of the form from the website. Paper response forms can also be obtained by telephoning 0844 800 8029. At the meeting on the 13th January the Cabinet will review the findings from the public consultation, the outcome of the local government settlement, other risk and impact assessments and agree final proposed budget savings. Cabinet will then recommend a set of budget proposals to Council which meets on the 17th February.

Norfolk Fire and Rescue service (NFRS). NFRS are consulting on the draft Integrated Risk Management Plan 2020-2023. By law every fire service must produce an IRMP which sets out how to achieve goals of improving public safety, reducing the number of emergency incidents and saving lives. The draft IRMP is available to view on the NCC website and responses can be made via an online form. Consultation closes on the 10th December.

Boundary Review. The Boundary Commission (BC) is carrying out an independent review of the County Council Divisions in Norfolk. The purpose of the exercise is to ensure that each councillor represents, as nearly as possible, the same number of voters. The Boundary Commission is minded to recommend that NCC retains its current number of 84 Councillors. County divisions are tied to district borough and city lines, Breckland District currently has 12 County Councillors and the BC have suggested this should be increased to 13 based on the current increase in population of the District and the projected population growth over the next 5 years. Thus, it is inevitable there will be some change within Breckland to divisional boundaries. The consultation is available to view on the BC website and closes on the 2nd December. There will be a further consultation on the draft recommendations between 3rd March 2020 and the 11th May 2020, the BCs final recommendations will be published on the 4th August 2020.

OFSTED's Visit to NCC. OFSTED made a focussed visit to Children's Services to inspect the Councils handling of child safeguarding calls and referrals the so called "front door" of child welfare and protection. Ofsted said that the service had been transformed since their last visit in November 2017 and that the quality of decision making was consistently strong.

Road Closures. Anybody wishing to visit Norwich on Friday 8th November should be aware of extensive road closures to accommodate the Big Boom firework display from Norwich Castle. The details are on the NCC website.

The District Councillor reported as follows:-

Local Plan: The Planning Inspectorate have returned the Inspectors Report on the examination of the on new Local Plan. The Inspector concludes that the plan provides an appropriate for the planning of the District providing that several Main Modifications (MM) are made to it. The report and details of the MMs are available to view on the Breckland website. The new plan will be presented to Council for adoption at a special meeting on the 28th November.

Council Tax and Universal Credit: BDC is consulting on a scheme which will change the way Council Tax is calculated for people claiming Universal Credit. Currently any variation of income however small generates a recalculation of Council Tax payable. The proposed scheme will not recalculate Council Tax for people who claim Universal Credit unless their income varies by more than £15 weekly or £65 monthly. The consultation details are on the Breckland website, and responses can be submitted from the 28th October until the 8th December.

Community match Funding. £100k per annum has been set aside from Council reserves to fund a Community Match Funding grant scheme. Grants of up to £5k will be available to help fund locally identified projects. Norfolk Community Foundation will administer the scheme for BDC which will open for bids in December.

VE/VJ Day 75th Anniversary Celebrations 2020. Breckland have set up a fund of £30k to support community celebrations of the 75th anniversary of the end of the second world war. Grants of up to £500 will be available to communities to celebrate the events which will be held nationally on Friday 8th May (VE) and Saturday 15th August. Grant funding will also be available to help celebrate the 80th anniversaries of the Dunkirk evacuation (26th May – 4th June) and the Battle of Britain in September. The scheme will be administered by Norfolk Community Foundation.

To request an email alert when the above schemes go live please send your name, the organisation you represent and the grant scheme you are interested in to community@breckland.gov.uk.

Electric Car Charging: The rapid car charging points in Dereham and Swaffham are operational. The Dereham points are at the Cowper Road car park and in Swaffham are located at the Pedlars Lane car park. The charging points can charge 2 cars simultaneously and will charge a battery in 30 minutes. Payment can be made with contactless debit or credit cards.

The District Councillor was asked about the £800k refurbishment of Elizabeth House and the provision of new IT and he replied that this was from capital income not revenue and would enable the whole of the ground floor to be used for rent.

4.2 Public Participation.

There were no matters raised.

5. Matters to Report.

5.1 School Pavilion.

The Clerk reported that he had not received anything further.

5.2 Bench on Manor Drive.

The Clerk had received permission from Flagship and it was agreed to site just off the footway near to the junction in Manor Drive. The Clerk had contacted the Primary School and informed them. The Clerk will obtain prices for a recycled material bench and it will be fitted by the Parish Council.

5.3 Dates of Meetings for 2020.

It was agreed to remain at bi-monthly meetings and these were agreed as follows:-

Parish Council Meetings

January 6th

March 2nd

May 4thJuly 6thSeptember 7thNovember 2nd**Annual Parish Council Meeting.**May 4th**Annual Parish Meeting**May 4th**5.4 Local government boundary Commission Consultation.**

It was agreed to await the next consultation when all the proposals will be consulted on.

5.5 The Green.

The Clerk had received a complaint from a parishioner who had stated that the benches had not been removed as per the agreement. Another parishioner would talk to the landlord and Councillor Mitchell thought it may be possible to move these after the fireworks the next evening.

6. Highways.**6.1 Report on Highways Matters.**

The finger post near to the Jubilee Hall has been repaired and painted. The bollard on Pound Lane that had been knocked over and reported since the last meeting had been repaired. The footway on Lexham Road had been cleared. The hedges on Butt Lane, Pound Lane and Tittleshall Road had all been cut. Back Lane had been sided out. The sign for Litcham Close had been reported and Breckland Council had confirmed that it would be replaced. There is a road closure in Great Dunham and the diversion will bring traffic through Litcham although it is not thought that there would be many vehicles.

6.2 New problems.

There has been flooding at the bottom of Pound Lane, Druids Lane and Mileham Road. The pipe under the road at the Bull crossroads is blocked. There are potholes on Mileham Road outside the entrance to the Bull car park and the school sign is not visible in the hedge on Pound lane. All these will be reported. The landowner is to be written to regarding the hedge on Mileham Road opposite the Limes and also the landowner on Druids Lane as the school sign is not visible. The County Councillor confirmed that a section 81 notice had been served on BT to repair the ironwork on Dereham Road but this had not been repaired as yet.

6.3 Parking on Church Street.

Most of the problems have eased as the building work has ended but this will continue to be monitored. A lengthy discussion was had on the problems of car parking in the village

6.4 Access onto Church Street from the development to the rear.

The Clerk had delivered a letter to all properties occupied. One property had replied stating that there are problems with vehicles driving on the footway and could a notice be erected on the footway to warn drivers of the entrance, The County Councillor advised that this would not be possible nor is there any suitable site to warn vehicles leaving the access to the rear of the Post Office. It was agreed to reply to the parishioner stating that the Parish Council had objected to this development because of traffic problems, it had been refused by Breckland Council but passed on appeal by the Planning Inspector. The access is also a private drive to the side of the Post Office.

6.5 Traffic Counters on Front and Back Streets.

The County Councillor confirmed that these were not Norfolk County Council's or Breckland Council's but private and it is not known who arranged for the survey as then Highways Authority does not have to be informed.

6.6 Street Nameplate for the properties to the rear of the Post Office.

The Chairman raised the problem of visitors looking for Church View. However, the houses are numbered as part of Church Street. The District Councillor is checking with Breckland Council on whether any other name has been requested.

7. Planning.**7.1 Applications.**

There were no applications to consider.

7.2 Decisions.

There were no decisions to report.

8. Finance.

8.1 Budget.

Councillor Mitchell proposed and Councillor Anderson seconded the resolution that the budget which had been circulated be approved. All were in favour.

8.2 Balances and Cheques for Authorisation.

Councillor Lawrence proposed and Councillor Anderson seconded the resolution that the following balances and cheques for authorisation be approved. All were in favour.

Balances :-

Bank of Ireland.

Balance at 31 07 19	8069.36
Less E-on D/Debit-91.00	
Cheques authorised 01 07 19-15.00	
E-On Direct Debit-91.00	
Cheques authorised 02 09 19-886.78	<u>1083.78</u>
	6985.58
Plus Vat Refund-186.29	
Breckland Precept-5000.00	5186.29
Balance at 30 09 19	12171.87
Less unrepresented cheques authorised 02 09 19	<u>13.06</u>
Balance at 01 10 19	12158.81
Plus float for Community car	<u>100.00</u>
Balance at 01 10 19	12258.81

Amount available for Section 137 : 494x £7.86= 3882.84

Spend to Date :£0.00

Cheques for authorisation:

582	B J Leigh	Salary-September and October 669.06 less PAYE 134.00	535.06
583	HMRC	PAYE September and October	134.00
584	Mrs E Christie	Community Car August 86.05 September- 37.91	123.96
585	Litcham Jubilee Hall CIO	Hire of Hall	15.00
586	Chris Millward	Grass cutting of the Green	225.00
587	T T Jones	Maintenance and emergency call out	104.09

8.3 Precept

The proposed precept had been prepared by the Clerk and a decision will be made in January.

8.4 New PEC for the streetlight on Pound Lane.

The contractor had advised that it would be possible to fit a new timing unit for the light at a cost of £50 plus VAT. This would enable the light to be part night lighting. It was agreed unanimously to fix a new PEC. The Clerk was still investigating changing suppliers of electricity with Great Annual Savings.

8.5 Donation to Norfolk Citizens Advice.

Councillor Lawrence proposed and Councillor Oldfield seconded the resolution that £300 be donated. All were in favour.

8.6 Donation to Litcham Common Conservation Group.

Councillor Lawrence proposed and Councillor Brookbank seconded the resolution that £300 be donated. All were in favour.

9. Correspondence for circulation.

The following correspondence will be circulated.

9.1

Clerks and Councils Direct November.

9.2

Open Space.

10. Matters for the next meeting.
10.1 Rent from Long Meadow.

11. Date of the next meeting.

This was confirmed as Monday 6 January 2020 at 7.30 p.m. to be held at The Jubilee Hall, Litcham.

The meeting closed at 2105.