

# DRAFT

Minutes of the Meeting of Litcham Parish Council held on **Monday 7 January 2019**, in The Jubilee Hall at 7.30 p.m.

**Present** Councillor M Oldfield (Chair)  
Councillor C Mitchell  
Councillor M Anderson  
Councillor E Christie  
Councillor R Fagence  
Councillor C Lawrence

County Councillor M Kiddle Morris

Three members of the public.

**1. Apologies for Absence.**

Apologies for absence had been received from Councillor Jones who is unwell and these were accepted.

**2. Declaration of Pecuniary Interest.**

There were no DPIs.

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

Councillor Anderson proposed and Councillor Mitchell seconded the resolution that the minutes of the meeting held on 5 November 2018 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 that Norfolk County Council has received a further £12.5 million to repair potholes. The road closure on B1145 from A1065 to the Great Massingham junction should be opened at weekends. Norfolk County Council has entered into a further £11 million contract for Better Broadband for Norfolk to improve speeds in many rural areas where it has not been possible to improve via new cabinets. The new contract will consider fibre to property and satellite if thought feasible. The Council Tax is not to be raised by the 3% allowed for Adult Social Care as the Government has released a further £4.2 million to the County Council. It has also received £29 million to provide 2800 extra care units. Norfolk County Council had agreed to change to a Cabinet system but since then the Managing Director has left to take up the post of Vice-Chancellor of a University and the Council will not replace the Managing Director and the Leader of the Council will become the Executive Leader of the Council, with a Cabinet system run with the senior management team. There will be 4 Scrutiny Committees under the Cabinet so that decisions can be called in by any Councillor. 46 of 53 Children's Centres are staying open which will still provide a saving although these will provide better facilities.

**4.2 Public Participation.**

A parishioner raised that following the article in the Church and Village there is a feeling that the Parish Council is anti the Bull Inn. The comments did not go down well and it does not portray a happy village. The parishioner had spoken to the Bull Inn who had stated that the benches had been removed prior to the letter being sent. The Parish Council felt that the letter had been sent prior to the removal of the benches.

Another parishioner who lives on the Green stated that he thought the benches were nice. A parishioner stated that he did not feel that the benches had been used as much in 2018 as in previous years.

The Parish Council stated that when it was first asked it was in favour but had since

received letters of complaints regarding issues that the Bull Inn had brought upon themselves.

A parishioner stated that there is a feeling that there are some residents who do not want a pub in the village. It would be a shame if the pub closed. The Parish Council reiterated that it is not anti the Bull Inn.

A parishioner raised the matter of the advertising board on the wall of the Post Office which is a listed building. He felt that this should have planning permission and the Parish Council agreed. The parishioner would report this to Breckland Council.

## **5. Matters to Report.**

### **5.1 The Green.**

The benches had been removed.

### **5.2 Community Asset Register.**

Nothing more had been heard and the District Councillor will be contacted.

## **6. Highways.**

### **6.1 Report on Highways Matters.**

The Highway Rangers would be in the village soon. The Clerk had reported the pothole outside the entrance to the school on Church Street but this had been acknowledged as Druids Lane. The Clerk had contacted Norfolk County Council again but the repair had not been done. The footway outside the post office had also been reported. The Clerk explained that the new Highways Engineer was having to sort out many problems from the previous Engineer and the Clerk has reported the items again through the call centre to ensure there is a reference number. The Clerk had also e-mailed Bespoke Housing regarding parking but had not had a reply again.

### **6.2 New problems.**

There is large hole where the telephone box stood on Weasenham Road and Councillor Mitchell will investigate. Councillor Anderson has still not been able to ascertain the ownership of the grit bin at Litcham Close but will contact Flagship Housing again as both Norfolk County Council and the Parish Council feel that this is in their ownership. It was agreed to place on the agenda for the next meeting the provision of a grit bin at Litcham Close and Manor Drive. The light is still on all night at Litcham Close and Pound Lane and the Clerk explained that there is a problem with the modules used by UK Power Networks and the Clerk will contact UKPN to try and get them to accept responsibility.

The Clerk will check if the hedges are to be cut on Pound Lane /Butt Lane and request the Rangers to clear the footway along Pound Lane to the school. The culvert under the road across the common just past the Great Dunham side cattle grid needs replacing with a larger pipe as it is blocked with tree roots and is too small. The drains on Church Street need clearing again.

County Councillor M Kiddle Morris withdrew from the meeting.

## **7. Planning.**

### **7.1 Applications.**

#### **7.1.1 3PL/2018/1410/HOU- Coppice Lexham Road- demolition of existing conservatory and erection of single storey rear extension and cladding externally to existing house.**

It was agreed unanimously to raise no objection to the application.

### **7.2 Decisions.**

The following decision was noted.

#### **7.2.1 3PL/2018/1211/HOU-6 Manor Drive-proposed loft conversion.**

**Approved.**

## **8. Finance.**

### **8.1 Budget.**

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

### 8.2 Balances and Cheques for Authorisation.

Councillor Anderson proposed and Councillor Oldfield seconded the resolution that the following balances and cheques for authorisation be approved. All were in favour. The Clerk reported that he had received an e-mail from Mid Norfolk Citizens Advice thanking the Parish Council for its donation.

#### **Balances :-**

##### **Bank of Ireland.**

Balance at 30 09 18	14010.50
Less E-on D/Debit-71.34	
Cheques authorised 03 09 18-64.80	
Cheques authorised 01 10 18-527.12	
E-On Direct Debit-73.71	
Open Space Society D/Debit-45.00	
Cheques authorised 05 11 18-1505.51	<u>2287.48</u>
	11723.02
Plus Interest 05 10 18-0.84	
NCF Grant Payment Community Car-250.00	
Interest 05 11 18-1.15	<u>251.99</u>
Balance at 30 11 18	11975.01
Less Unpresented cheques authorised 05 11 18-	<u>360.00</u>
Balance at 30 11 18	11615.01
Plus float for Community car	<u>100.00</u>
Balance at 30 11 18	11715.01

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

Spend to Date :£0.00

Cheques for authorisation:

536	Mr D St A Moore	Wayleave	7.50
537	B J Leigh	Salary-December 324.32 less PAYE 64.80	259.52
538	Cancelled		0.00
539	Mrs E Christie	Community Car October	51.70
540	Litcham Jubilee Hall CIO	Hire of Hall	60.00
541	Stephen A Spencer	Hedge Cutting Long Meadow	180.00
542	B J Leigh	Salary January 324.32 less PAYE 65.00	259.32
543	HMRC	PAYE January	65.00
544	Harry Lawrence	Interim Payment for work at Long Meadow.	1300.00
545	HMRC	PAYE-December	64.80

### 8.3 Precept 2019-20.

Councillor Mitchell proposed and Councillor Fagence seconded the resolution that the precept be set at £10,000 the same as last year. All were in favour.

### 8.4 Salary Increase for the Clerk.

The agreement for the amendments to the pay scales and spinal column points had been published. It was agreed that the Clerk will now be on SCP17 at a rate of £12.39 per hour. The hours are to be kept under review following the change to bi-monthly meetings.

### 8.5 Photocopying Charges.

The charges are to be increased to 5p per copy single sided and 6p per copy double sided.

### 8.6 Donation to Litcham All Saints Parochial Church Council.

Councillor Old field proposed and Councillor Christie seconded the resolution that £380 be donated. All were in Favour.

**9. Correspondence for circulation.**

The following correspondence will be circulated.

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| <b>9.1</b> | <b>Clerks and Councils Direct November.</b> |
| <b>9.2</b> | <b>Royal British Legion.</b>                |
| <b>9.3</b> | <b>Clerks and Councils Direct January.</b>  |

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

There were no matters raised for the next meeting.

**11. Date of the next meeting.**

This was confirmed as Monday 4 March 2019 to follow the Annual Parish Meeting which will commence at 7.00 p.m. to be held at The Jubilee Hall, Litcham.

The meeting closed at 2056.