

Meeting Minutes of Litcham Parish Council  
Monday 5<sup>th</sup> September at 19.30 pm held at the Jubilee Hall, Litcham

---

Present: Parish Councillors: Mike Oldfield (Chairman), Chris Mitchell (Vice-Chairman), Claire Lawrence

Also, present: Donna Secker (Parish Clerk), County & District Councillor Kiddle-Morris, and 4 members of the public

---

**1. To receive apologies for absence**

Cllr Fagence and Cllr Brown sent apologies; these were accepted.

**2. To receive declarations of interest in times on the agenda and consider requests for dispensations**

No declarations were received.

**3. To approve the minutes of the meeting held on 4<sup>th</sup> July 2022**

It was resolved to accept the minutes of the last meeting as a true record, and it was signed by the Chairman.

**4. To receive any brief updates from County and District Councillor**

District Councillor Kiddle-Morris reported the Breckland five-year housing local plan will be discussed further at a planning meeting on Tuesday. The catchment areas will be established due to the Breckland nutrient pollution in protecting habitats of the River Wensum Special Area of conservation will also be discussed at the meeting. The new planning policy will hopefully be going out for consultation in September/October with it being released in December.

**5. Open forum for Public Participation: an opportunity to hear from members of the public**

No comments from the members of the public

**6. To discuss any further action regarding the safety of the highways land near to the post office**

The Council have been informed that the removal of the yellow lines is now in the hands of Norfolk County Council and the parish council will not be involved any further with this.

The council discussed implementing signs to assist with the situation of the concealed entrance near to the post office access. The clerk will contact highways to see if this is possible, as this land is highways land and the council will need permission to display signs.

## **7. To report and update on highway matters**

- 7.1 Druids Lane** – The road surface is very uneven at the top of Druids Lane and is deteriorating. The clerk will report this alongside the request to also inspect the road surface outside the Bull crossroads. Also due to the heavy rain Druids Lane floods easily and this is due to the replacement drainage that was implemented.

### **Other highway matters**

The Nar Valley signs are hidden behind overgrown hedging and the hedging opposite the school needs cutting back.

A warning traffic sign near to the cattle grids has fallen, the District Councillor has noted this problem. The council would also like the road surface outside of the bull which needs re-surfacing the clerk will report this.

## **8. To discuss the proposed Litcham Farms Afforestation Proposal**

The clerk received communication from a senior forest manager who was working on behalf of Litcham Farms afforestation proposal. The information was forwarded to all the cllr's and the District and County Cllr. After a long discussion, it was established that the afforestation was mainly covering farmland within Mileham and Beeston area and will not touch Litcham or be seen in Litcham. The District and County Cllr confirmed that they will not need planning permission to plant the trees.

The clerk will contact the company to ascertain how traffic movements, in setting up woodland and subsequent harvesting might impact on Litcham.

## **9. Planning Applications**

### **9.1 To receive planning applications by Breckland District**

### **9.2 To receive an update on applications decisions taken by Breckland District Council**

3PL/2022/0573/HOU-1 Albion Terrace, Litcham-Proposed conversion, and refurbishment of outbuildings annex- Parish council comments have been submitted- This has now been approved.

3PL/2022/0572/HOU-1 Albion Terrace, Litcham-Proposed refurbishment of house includes replacement of flat roof to lean-to-pitched roof. Single-story projections and conversion of roof space to create third bedroom-Parish council comments have been submitted. This has now been approved.

## **10. Items to discuss and update**

### **10.1 To update on the damage to the post at the green**

Due to the recent road closure in Church Street, a lorry reversed into the posts and damaged them. The clerk was able to contact the company and they will be organising for the posts to be repaired as soon as possible.

### **10.2 To discuss the quotes for the post at the green and the notice board**

The clerk has received two quotes, one for £300 and the other quote was for £250. Due to the damaged posts this will be added to the next agenda for approval and consideration.

### **10.3 To discuss the fence damage at long meadow and the tree for removal**

This item will be added to the next agenda and the clerk will obtain some quotes to replace the fence and remove the tree.

**10.4 To discuss the quotes for the replacement of the finger posts**

The clerk obtained two quotes, one was for £650 and the other quote obtained was the offer of having the labour free of charge but the council will need to purchase materials. The council agreed to go with the second quote and agreed to allow max of £300 for materials. The clerk will arrange for this to be repaired.

**10.5 To discuss the Christmas tree in memory of Cllr Brookbank**

This will be added to the next agenda for further discussion

**10.6 To discuss the gate connected with the school on back lane**

The cllrs are concerned about children using the gate as it is concealed entrance and may become a health and safety risk. The clerk has contacted the school to make them aware of this situation, but no reply has been received as of yet.

**10.7 To discuss the fig tree located near to the phone box**

This will be added to the next agenda for further discussion

**10.8 To discuss the complaint regarding the benches on the green**

The cllr's have received complaints from nearby residents regarding noise. The council are responsible for the green, but the benches are owned by "The Bull. The council have written to "The Bull" requesting them to monitor the behaviour of their customers and have requested that anyone drinking outside is asked to move inside after 9pm. The council will continue to monitor this complaint.

**11. Finance**

**11.1 To approve the list of payments**

The council approved the list of payments for September 2022 as detailed at the end of the minutes

**11.2 To add a new signature to the bank account or open new bank account**

This will be added to the next agenda for further discussion

**12. To receive items for the next meeting agenda 7<sup>th</sup> November 2022.**

Budgets & precepts

New bank account

The fig tree (near telephone box)

Christmas tree

Long meadow fence and tree removal

Approval for maintenance to the posts.

Meeting finished 20.34

Cheque number	Cheque payable to	Reason for Payment	Cheque amount
710	D.K.Secker	Wages for July and August	£698.96
711	Wix Website	Domain Website Plan	£120.46
712	E. Christie	Community Car-July	£15.25