

DRAFT

Minutes of the Meeting of Litcham Parish Council held on **Monday 5 November 2018**, in The Jubilee Hall at 7.30 p.m.

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

County Councillor M Kiddle Morris

Three members of the public.

1. Apologies for Absence.

There were no apologies for absence.

2. Declaration of Pecuniary Interest.

There were no DPIs.

3. Minutes of the Previous Meeting.

Councillor Jones proposed and Councillor Lawrence seconded the resolution that the minutes of the meeting held on 1 October 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 is permitted to raise Council Tax by 2.99% plus a further 3% for Adult Social Care. It is likely that next year it will not increase Council Tax with the 3% for Adult Social Care. He has raised a complaint that many parishes have not received the consultation in time for the November meeting as many do not meet in December. It is hoped that an extension will be allowed. The consultation on Children's Centres closes on 12 November. The Chairman attended a meeting in Dereham and wondered why there was a consultation if £5 million is being cut from the budget and if additional revenue could be used but the County Councillor stated that it is not possible to use capital revenue for services. The County Councillor also stated that he has had discussions with the head teacher and he is proposing enhanced services.

4.2 Public Participation.

A member of Litcham Child Care addressed the meeting and stated that there is 1 room, a staff room and kitchen. There has not been a good working relationship with Action for Children and she agreed that the High School would provide enhanced services. Litcham Child Care therefore supports the decision of Litcham High School. The charity has a strong relationship with the school. The school will take over the rooms so any change will be seamless. Councillor Lawrence felt that there should be a Children's Centre in each market town although the County Councillor said that there would more services into other villages with the proposal. Councillor Anderson informed the meeting that the Jubilee Hall had received an enquiry regarding the cost and availability of the Jubilee Hall.

A parishioner informed the meeting that the bells at the church would be rung on 11 November at 1700.

County Councillor M Kiddle Morris withdrew from the meeting.

5. Matters to Report.**5.1 The Green.**

The benches had not been removed and it was agreed to write again stating that these should be removed or the Parish Council will remove. The permission for placing these in 2019 will be seriously considered in the New Year.

5.2 Community Asset Register.

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

5.3 Gravel Lorries in Litcham.

These are not as bad as previously so no further action will be taken.

5.4 Dates of Meetings for 2019.

These were agreed as follows.

Parish Council Meetings

January 7th

March 4th

May 13th

July 1st

September 2nd

November 4th

Annual Parish Council Meeting

May 13th

Annual Parish Meeting.

March 4th

5.5 Response to Consultation on Children's Centres.

It was agreed to respond in support of the proposals for Litcham but suggest that there is a Children's Centre in each market and that there will be a benefit of getting the services to children in rural areas.

5.6 Website.

The Clerk reported that the administrator has changed to a WordPress site as it is easier to download items to it. There will be a link on the old site to the new and all the files on the old will still be available as it would be a costly business to migrate them. This was agreed and a letter of thanks is to be sent to the administrator.

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

The bollard had been replaced near to the Primary school, the footway along Lexham Road had been cleared and the pothole on Back Lane repaired. The BT box on Dereham Road had not and not all signs had been refreshed.

6.2 New problems.

The Clerk will report a problem at the entrance to the school on Church Street and that the footway from the Post Office to No 6 needs repair.

Bespoke Housing are to be requested to park on site not on Church Street.

7. Planning.**7.1 Applications.****7.1.1 3PL/2018/1211/HOU-6 Manor Drive-proposed loft extension extension to side of property.**

No objection was raised to the application.

7.2 Decisions.

The following decisions were noted.

7.2.1 3PL/2018/1065/HOU-20 Wellingham Road-proposed two storey extension to side of property. Approved.**8. Finance.****8.1 Budget.**

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

8.2 Maintenance at Long Meadow.

The order for the replacement fencing had been placed with HGL Fencing and Stables. The hedge had been cut to allow the work to take place.

8.3 Donation to Citizens Advice Mid Norfolk.

Councillor Mitchell proposed and Councillor Anderson seconded the resolution that £300

be donated. All were in favour.

8.4 Donation to Royal British Legion Poppy Appeal.

Councillor Mitchell proposed and Councillor Fagence seconded the resolution that £60 be donated. All were in favour.

8.5 Donation to Litcham Common Conservation Group.

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

8.6 Balances and Cheques for Authorisation.

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

Balances :-

Bank of Ireland.

Balance at 31 08 18	9118.26
Less E-on D/Debit-73.71	
Cheques authorised 03 09 18-315.55	<u>389.26</u>
	8729.00
Plus Interest 05 09 18-0.75	
HMRC VAT refund-182.25	
Breckland Precept-5000.00	
Breckland Rate Support grant-88.50	
Bank of Ireland referral Fee refund-10.00	<u>5281.50</u>
Balance at 30 09 18	14010.50
Less Unpresented cheques authorised 03 09 18- 64.80	
Unpresented cheques authorised 01 10 18-527.12	<u>591.92</u>
Balance at 01 10 18	13418.58
Plus float for Community car	<u>100.00</u>
Balance at 01 10 18	13518.58

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

Spend to Date :£0.00

Cheques for authorisation:

525	B J Leigh	Salary-October 324.32 less PAYE 65.00	259.32
526	HMRC	PAYE-October	65.00
527	Mrs E Christie	Community Car September	48.45
528	"There but not there"	Purchase of "There but not there" silhouettes	139.42
529	Chris Millward	Grass cutting of The Green- 225.00 Clearance of elder etc. from The Green-36.00	261.00
530	Royal British Legion Poppy Appeal	Donation	60.00
531	Citizens Advice Mid Norfolk	Donation	300.00
532	B J Leigh	Salary November 324.32 less PAYE 64.80	259.52
533	HMRC	PAYE November	64.80
534	G & G Fencing Ltd.	Re -fixing Bollards at The Green	108.00
535	Litcham Common Conservation Group	Donation	300.00

8.7 Precept 2019-20.

The draft had been circulated and this was discussed and a decision will be made in January.

9. Correspondence for circulation.

The following correspondence will be circulated.

9.1

Norfolk Boreas

9.2

Open Space autumn 2018

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 7 January 2019 at 7.30 p.m. to be held at The Jubilee Hall, Litcham.

The meeting closed at 2055.