

**Present**

Councillor M Oldfield (Chair)  
Councillor C Mitchell  
Councillor M Anderson  
Councillor M Brookbank  
Councillor E Christie  
Councillor R Fagence

County and District Councillor M Kiddle Morris

One parishioner.

**1. Apologies for Absence.**

Apologies for absence had been received from Councillor Lawrence who was ill 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 4 November 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 that the Boundary Review could not be consulted on whilst there was an election. Some proposals had been leaked. The Vattenfall Offshore Wind Farm has been delayed by the Secretary of State for further information from Norfolk County Council and the applicant.

The District Councillor reported that the Local Plan had passed through the full council and been adopted. There is a 5-year housing supply in place until October 2020. The Planning Inspector had advised that a review of the Local Plan is needed and a full review will take place which will take 3-4n years and this will incorporate revisions to the National Planning Policy Framework. Grants are available for VE Day, VJ day and the Battle of Britain commemoration. Community Match Funding is available up to £5000 and the Breckland Lottery and Community Fund will also grant a further £1000

**4.2 Public Participation.**

There were no matters raised.

**5. Matters to Report.**

**5.1 School Pavilion.**

The Clerk reported that he had received an e-mail stating plans are still awaited for the site and further details will be sent when known. Until such time as the details are received this will be removed from the agenda.

**5.2 Bench on Manor Drive.**

The Clerk had not received prices for a bench from recycled material.

**5.3 Long Meadow.**

The rent had been received.

**5.4 Tree Preservation Order.**

A new TPO had been made for the wood to the rear of Fourways on land adjacent to Tittleshall Road, Since the order was made an objection to it had been made by the owners.

**6. Highways.**

**6.1 Report on Highways Matters.**

The bollard at the Primary School had been replaced. The County Council had agreed to use his personal budget to have new posts sited for the SAM2 sign on Dereham

Road and the junction of Front and Back Streets. The Clerk had reported flooding on the junction of Pound lane and Back street, Church Street Bull crossroads, and Mileham Road and all had been inspected and would be resolved. The flooding on Druids Lane had also been reported but no action will be taken at this time and the County Councillor will contact the Highways Engineer regarding this. The potholes outside the Bull Inn had been reported and Norfolk County Council had inspected and is going to resolve the problem. The parking at the junction of Druids Lane and Church Street is being monitored. A new sign has been erected at Litcham Close. The raised kerbstone outside the Primary School had been reported. The Clerk had been in correspondence with a parishioner regarding exiting onto Church Street from the development to the rear but the parishioner had not responded to the last e-mail about what signage is envisaged.

## **6.2 New problems.**

A parishioner had cleared the brambles from the footway along Church Street to the bridge and he will be written to thanking him for his work. The County Councillor will investigate the posts placed on Back Street as these could be in the wrong place. The County Councillor is obtaining a new plan of the highway boundary opposite the Limes as the Clerk had been informed by the resident that the vegetation is not the responsibility of the house owner. Councillor Fagence stated that the verge along Tittleshall Road is now a muddy area as HGVs are driving onto it and could marker posts be sited so that an area is available for pedestrians to walk along. The residents would then maintain the grassed area. The re-instatement following the burst water main on Tittleshall Road and the electricity trench across Church Street have both sunk and need re-surfacing. The County Councillor will investigate.

## **7. Planning.**

### **7.1 Applications.**

#### **7.1.1 3PL/2019/1557/HOU-8B Church Street-proposed single storey side extension to form utility room.**

Councillor Anderson proposed and Councillor Oldfield seconded the resolution that no objection be raised. All were in favour.

#### **7.1.2 3PL/2019/1543/HOU-7 Weasenham Road-Ground Floor Side Extension.**

Councillor Fagence proposed and Councillor Anderson seconded the resolution that no objection be raised. All were in favour.

### **7.2 Decisions.**

There were no decisions to report.

## **8. Finance.**

### **8.1 Budget.**

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

### **8.2 Donation to Royal British Legion Poppy Appeal.**

Councillor Fagence proposed and Councillor Anderson seconded the resolution that £80 be donated. All were in favour.

### **8.3 Donation to Litcham All Saints Parochial Church Council.**

Councillor Oldfield proposed and Councillor Fagence seconded the resolution that £380 be donated. All were in favour.

### **8.4 Balances and Cheques for Authorisation.**

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

#### **Balances :-**

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

Balance at 30 09 19	12171.87
Less E-on D/Debit-88.07	
Cheques authorised 02 09 19-13.06	
E-on D/Debit-91.00	
Cheques authorised 04 11 19-1137.11	
Open Spaces Society D/Debit-45.00	
	<u>1374.24</u>
	10797.63

Plus Breckland Community Car Grant	<u>250.00</u>
Balance at 30 11 19	11047.63
Plus float for Community car	<u>100.00</u>
Balance at 30 11 19	11147.63

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

Spend to Date :£50.00

Cheques for authorisation:

588	B J Leigh	Salary-November and December 669.06 less PAYE 123.40	545.66
589	HMRC	PAYE November and December	123.40
590	Mrs E Christie	Community Car October-20.60 November-28.65	49.25
591	Litcham Jubilee Hall CIO	Hire of Hall	15.00
592	Royal British Legion Poppy Appeal	Donation	80.00
593	Norfolk Citizens Advice	Donation	300.00
594	Litcham Common Conservation Group	Donation	300.00
595	Litcham PCC	Donation	380.00
596	Beetley Parish Council	25% of membership to SLCC	40.25
597	T T Jones Electrical Ltd	Maintenance Jan-Mar 56.74 Fit new PEC on Pound Lane- 50.00 VAT 21.35	128.09

#### 8.5 Precept

Councillor Mitchell proposed and Councillor Fagence seconded the resolution that the precept be set at £10500. All were in favour.

#### 8.6 Street Lighting Contract.

The Clerk reported that the electricity supplier had been changed to Haven Power.

#### 9. Correspondence for circulation.

The following correspondence will be circulated.

- 9.1 **Clerks and Councils Direct January.**  
9.2 **Litcham Common Conservation Group.**

#### 10. Matters for the next meeting.

##### 10.1 Granting a loan.

#### 11. Date of the next meeting.

This was confirmed as Monday 2 March 2020 at 7.30 p.m. to be held at The Jubilee Hall, Litcham.

The meeting closed at 2046.