

Meeting Minutes of Litcham Parish Council
Monday 10th January 2022, starting at 19.30pm held at the Jubilee Hall, Litcham

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

Also, present: Donna Secker (Parish Clerk), County and District Councillor Kiddle-Morris

1. To receive apologies of absence

Cllr Christie, Cllr Brown, and Cllr Brookbank have all sent their apologies and these were accepted.

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

No declaration of interest were received

3. To approve the minutes of the meeting held on 1st November 2021

It was resolved to accept the minutes of the last meeting as a true record, and it was signed by the chairman. It was also accepted by the council to approve the minutes of the planning held 17th November 2021 and this was signed by the chairman.

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

Budget:

The Council will set its budget for financial year 22/23 at a meeting to be held on 21st February. The Council consulted on a proposed council tax increase of 1.99% in the general rate and an increase of 1%, the consultation ended on the 30th December 2021. Cost pressure in the major demand led services of Adult Social Care and Children's Services is the main reason for having to increase the council tax. There are still some works which the government has not carried out (fairer funding review, NDR review, financing of adult social care etc) which will affect the Councils finances in future years.

Covid – Omicron:

We know that the Omicron variant of the Covid virus generally leads to milder illness. However, it still poses a significant risk to the unvaccinated or those who haven't had a booster or those with underlying conditions such as being immunosuppressed. The variant is also much more infectious and thus easily spread. The government has told NCC to expect unprecedented sickness rates over the coming weeks with an estimated 25% of staff being absent. Given the high infection rates our prime objective is to minimise staff infection and isolation to ensure we can deliver our critical services. We are doing this by avoiding bringing staff together unnecessarily (i.e. work from home) and concentrating our face to face presence on service delivery.

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

No public present.

6. To agree and circulate the planning policy

The planning policy was circulated to all the Cllr's before the meeting. The council agreed to implement the policy. This will be added to the website.

7. To report and update on highway matters

The clerk has reported the following highway issues, the drains on druid's lane are blocked, causing road surface flooding. A pothole on the Tittleshall road has been reported and is being investigated. The Chairman raised the issue that road markings are being implemented around the village but the junction from Mileham road/Lexham road/Tittleshall road, the road markings have not been re-painted. This is a major junction, and it is in urgent need of re-painting. After two visits to the village from highways for refreshing junction lines at the Primary School **Keep clear** road markings, the council is still waiting for the **slow** signage between cattle grids on Dunham Road to be marked. County Councillor Kiddle-Morris will look into this.

The kerb on the Church Street has been reported to Anglia Water but the clerk has had notification that Anglian water will not take responsibility of this; County Councillor Kiddle-Morris will chase highways to see when Norfolk County Council will repair this.

The Cllr's reported that several hedges around Litcham have overhanging hedges that are obstructing the pathway. The council agreed to put a notice in the Church and Village highlighting this problem, with hope that homeowners are aware that this is their responsibility to cut back hedges to prevent them obstructing footpaths and the highway. The Cllrs will monitor this, and letters will then be sent to the homeowners it concerns.

The council asked the District Councillor for an update on No 9 Dereham road, unfortunately the District Cllr has not received an update on the progress. The Cllr's would like it noted that they are very unhappy, frustrated and extremely disappointed, with the way Breckland has dealt with this issue and feel that this shouldn't have continued for as long as it has. The Cllrs have concerns due to health and safety issues and the impact it is having on the neighbouring properties.

8. Planning Applications

8.1 To receive planning applications by Breckland District

3PL/2021/1522/VAR-1 Albion Terrace, front Street. Variation of condition No 2 on application-revised design and appearance of dwellings. No comments received from the Cllr's

8.2 To receive update on applications decisions taken by Breckland District Council

(None received)

9. Items to discuss and update

9.1 To discuss the quote to refurbish the village sign

The clerk has now received the quote from a company, and it will be £2730 + Vat. The sign is cast steel and will need blasting before it can be re-painted. The quote doesn't include the backboard or the frame which needs replacing. This quote will be added to the agenda for further discussion.

9.2 To update on the relocation of the dog bin

The clerk received notification from Breckland Environmental Services that we can re-located the dog bin on the junction of Church Street and Dunham Road. Cllr Mitchell has fitted and re-located the dog bin and the council thanked him.

9.3 To discuss a donation to the PCC for the rebuild of the Halcott tabletop tomb

The clerk circulated the information and quotes obtained from the PCC regarding the rebuild of the Halcott tabletop tomb, the quote was £1870 + Vat and the PCC requested a donation from the council. It was agreed by the council to donate £600

9.4 To discuss the botanical survey of Long Meadow by the Norfolk Wildlife Trust

It was discussed at the last parish council meeting to plant some trees on Long Meadow. The council were informed that the soil may not be suitable for the trees and one of the Litcham Common committee members approached Norfolk Wildlife Trust. They have kindly offered to carry out a botanical survey on Long Meadow free of charge. The council agreed and the clerk will arrange this visit.

9.5 To discuss and respond to the Breckland Local Plan

District and County Councillor Kiddle-Morris updated the council that the last local plan was in 2019. The inspector has requested for three new planning policies to be added and to be considered, housing needs, travelling community and considered the A47 to become a dual carriageway. Any comments from the parish council will to submitted before the 21st January 2022. The council agreed not to comment or respond to the Local Plan.

9.6 To discuss on the presentation of the Covid Plaque and agree a location to display it.

The plaque was present to the council by Deputy Lord Lieutenant at the beginning of the meeting. The plaque has been commissioned and produced by the Norfolk Lieutenancy. It is to commemorate the Community's resilience in the year of the pandemic. The council agreed to display this on the parish council notice board.

9.7 To discuss and update on the Queen's Jubilee Plans

The council were updated that a committee is being formed and a meeting hasn't been organised yet. This will be added to the agenda for further update at the next meeting.

9.8 To discuss the implementation of the trod on Tittleshall Road

The clerk has applied and sent the application to request 50% contribution towards the cost of potentially installing a trod on the Tittleshall Road, from the parish partnership scheme. The

parish council have yet to hear whether this application has been successful. It was agreed to add this to the next agenda.

10.Finance

10.1 To approve the list of payments

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

10.2 To discuss the Budgets for 2022/23

The budget and precept documents were circulated to all the Cllr's for review. After a discussion it was agreed by the council to keep the precept at £10,500 and the budgets will remain the same.

11.To receive items for the next meeting agenda 7th March 2022.

Village Sign, Hedges, Trods, Queen Jubilee Plans, wind farm cabling and Long Meadow Rental

Meeting finished at 21.00

FINANCE: 28th Oct-30th Nov 2021

Balances:-

Community Account.

Balance at 30th Nov 21		£17,769.68
Presented Cheques		£2,266.25
Total		<u>£15,503.43</u>
Drax D/Debit- Oct	Street Lighting	£82.80
Drax D/Debit- Nov	Street Lighting	£80.02
Total		<u>£15,340.61</u>

Cheque number	Cheque payable to	Reason for Payment	Cheque amount
678	D.K.Secker	Wages for Nov & Dec	£594.66
679	HMRC	Paye	£74.40
680	Westcotec	New posts	£166.80
681	E.Christie	Community Car	£44.44
682	T. Moore	Rent	£7.50
683	T T Jones	Street Lighting Maint	£69.85
		Total	<u>£957.65</u>

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