

Meeting Minutes of Litcham Parish Council  
Monday 9<sup>th</sup> January 2023 at 19.30 pm held at the Jubilee Hall, Litcham

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Present: Parish Councillors: Mike Oldfield (Chairman), Chris Mitchell (Vice-Chairman), Claire Lawrence, Richard Fagence. Leroy Brown and Nina Hart  
Also, present: Donna Secker (Parish Clerk), 0 members of the public

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**1. To receive apologies for absence**

District Cllr Kiddle-Morris sent his apologies.

**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 7<sup>th</sup> November 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 co-opt a new councillor**

Jason Fuller was co-opted to become a councillor for Litcham Parish Council and a declaration of acceptance was signed.

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

District Councillor Kiddle-Morris's report will be added to the website with the minutes.

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

No public present.

**6.1-A public complaint regarding the cars parked on the junction of front street.**

This item has been raised many times. The council discussed this further, and the clerk will contact the District Cllr Kiddle-Morris to chase the proposed road markings.

**7. To update on items not on the agenda**

The abandoned car was removed at the end of November by the request of the council. The overhanging hedges on the corner of Butt Lane and Tittleshall road haven't been actioned. The clerk purchased Dog poo signs as these will be placed around the village.

The bull benches were removed for the winter as requested by the council.

District Cllr updated the council that the tree near the village notice board has now been planted.

**8. To update on the signs for land near the post office and the possible reduction of speed.**

The council received a request to put up signs for the properties behind the post office, this is to inform drivers that this driveway is in use. Highways again refused to display signs. A Cllr has consulted a map which established that the driveway to the properties behind the shop is a private drive and not a continuation of Church Street. The clerk contacted highways about reducing the speed limit on Church Street, it was suggested that "wig wham" signs can be

implemented on Church Street and Druids Lane, the council will consider this for the parish partnership scheme this year. However, with vehicles parking to collect Children, it was confirmed that traffic is unable to increase their speed due to traffic congestion.

## **9. To report and update on highways**

### **9.1-Road markings and signage at the crossroads at Mileham Road.**

Cllr Fagence report that it has been seen on a frequent basis that vehicles drive straight over the crossroads. The clerk will contact highways to request that the white lines at the crossroads need renewing as an urgent matter. A pothole on Lexham road and Back Lane needs reporting.

Items that were reported at the last meeting are still waiting to be actioned. It was noted that the drains all need emptying, and the pipe does need flushing outside the Bull. The sign on the B1145 has numbers missing. The Clerk will report these items.

## **10. To discuss and update regarding the speed restrictions for Church Lane and Druids Lane.**

This was discussed within Item 8

## **11. Planning Applications**

### **11.1 To receive planning applications from Breckland District**

3PL/2022/1434/HOU-Bevan House, front street. Demolition of single-storey rear projection and reconstruction of extended single-storey rear projection. No objections were submitted to the planning portal.

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

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

### **12.1 To update the council on the change of electrical supplier**

The clerk updated the council that due to a huge increase in costs, the current supplier changed the contract from a tariff to a flexible charge. Therefore, a new supplier was agreed to by the council and the tariff is fixed for 6 months.

### **12.2 To update regarding the fence damage at Long Meadow and the tree for removal**

The contractor has carried out the work and the quote came in cheaper than budgeted. The quote was for £180 for the new fence and £280 to carry out the tree removal. The council has received an invoice for £380. The council thanked the contractor.

### **12.3 To discuss the tree in memory of Cllr Brookbank**

The council discussed this further and agreed to add this to the next agenda for further discussion and other options.

### **12.4 To discuss the gate connected with the school on Back Lane**

The council wrote to the school regarding the gate and staff parking. The clerk has been informed that the school have contacted District Cllr Kiddle-Morris regarding this matter but the council have not heard directly from the school as of yet. The clerk is to contact the school again requesting a response due to increased pressure from the public the Cllrs would like this to be resolved as soon as possible.

### **12.5 To discuss the implantation of signage for the long meadow gate**

It has been confirmed that vehicles are parking outside this gate and blocking the entrance to Long Meadow. The council agreed to purchase a sign, the clerk will purchase this.

### 13. Finance

#### 13.1 To approve the list of payments

The council approved the list of payments for January 2023 as detailed at the end of the minutes

#### 13.2 To approve the pay scales effective from 1<sup>st</sup> April 2022.

The clerk circulated the pay scales for the cllrs to review and the council agreed to the new pay scales and to backdate this to April 2022.

#### 13.3 To add a new signature to the bank account or open a new bank account

This will be added to the next agenda for further discussion. The clerk recommended that three signatories are a requirement for parishes.

#### 13.4 To discuss the budgets and precept for 2023/2024

The precept and budgets were circulated by the clerk for the councillors to consider. The council agreed to reduce the precept to £10,000.

### 14. To receive items for the next meeting agenda Monday 6<sup>th</sup> March 2023

Cllr Brookbank possible plaque

Bank account

The meeting finished at 21.03

Cheque number	Cheque payable to	Reason for Payment	Cheque amount
724	D.K.Secker	Wages for Nov & Dec	£812.26
725	HMRC	Paye	£128.60
726	E.Christie	Community Car-Oct	£52.85
726	Harry Lawrence	Long Meadow	£380.00