

Meeting Minutes of Litcham Parish Council
Monday 6th March 2023 at 19.30 pm held at the Jubilee Hall, Litcham

Present: Parish Councillors: Mike Oldfield (Chairman), Chris Mitchell (Vice-Chairman), Claire Lawrence, Richard Fagence. Leroy Brown, Jason Fuller and Nina Hart
Also, present: Donna Secker (Parish Clerk), 2 members of the public

1. To receive apologies for absence

No apologies were received, all Council were present

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

A declaration of interest was completed, signed and received from Cllr Lawrence regarding item 12.4

3. To approve the minutes of the meeting held on 9th January 2023

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

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

District Councillor Kiddle-Morris's more detailed report will be added to the website. Electrical items can be placed on top of your collection bins starting Tuesday 7th March along with batteries.

Cllr Oldfield raised the Council concerns regarding the proposal of the reduction of affordable houses from six houses to two. The Council strongly objected to this proposal and District Councillor Kiddle-Morris will attend this meeting and pass on the Council's objections.

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

A parishioner raised again concerns regarding vehicles driving on the pavements and the safety of the road outside the school. The Council and clerk updated the parishioner with the outcome of the request to highways regarding road safety. It was agreed the Council will consider and apply for the parish partnership scheme in October 2023 to potentially consider installing a wig-wag signal.

The Council received correspondence from a parishioner requesting the parish to contribute to the King's Coronation by purchasing a keepsake for the children of Litcham. After a long discussion, it was agreed unfortunately that due to the short timescale, the Council will not be able to make this viable.

6. To update on items, not on the agenda

All items for discussion are on the agenda

7. To discuss and update the council on the elections

The clerk informed the councillors that their nominations (should they wish to continue being a parish councillor) need to be completed and with Breckland Council by 4th April at 1600. The clerk advised the councillors that they should take them in by hand. A publication of a statement of the persons nominated will be emailed to the clerk after the 5th May 2023 by Breckland Council.

8. To report and update on highways

The clerk reported that the pothole has been filled in on Lexham Road and new potholes have been marked out. The road sweeper has visited Litcham as per the Council's request. The Council requested for a stop sign to be implemented opposite the watery lane, County Cllr Kiddle-Morris will contact highways. Also, it was noted a finger post is missing at the same junction, the clerk will report this.

8.1-Road markings and signage at the crossroads at Mileham Road.

The road markings on the crossroads have all been refreshed and this was carried out as an urgent request.

9. To discuss the Annual Parish Meeting date and Annual Parish Council Meeting

It was all agreed to hold the Annual Parish Council meeting on Monday 15th May at 7.30pm and the Annual Parish meeting will be held on the same date but at 7pm.

10. To discuss the pumping of sewage works in Litcham

It has been noted that sewage lorries are taking sewage out of the village. The clerk will contact Anglian water and find out further information on what is happening.

11. Planning Applications

11.1 To receive planning applications from Breckland District

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

12. Items to discuss and update

12.1 To discuss the option of displaying an advertising board on the Green

The Council was contacted by the owner of the local Deli to seek permission to have an advertising board to be displayed on the green. After a long discussion, District Councillor Kiddle-Morris will contact Breckland to see if planning permission will be required.

12.2 To discuss the signage in Litcham

A parishioner complained about the street names being dirty. The clerk will report this Breckland.

12.3 To discuss the feedback from the school regarding staff parking and the school gate

The clerk has received a letter from the school which was circulated to the Council. It was agreed to reply to their letter with an update regarding the implementation of the Wig-Wag sign.

12.4 To discuss a donation to the King's coronation event and the flagpole grant

Unfortunately, the venue for the King's Coronation event at the school has been cancelled. The committee agreed that the King's official birthday is the weekend of the 17th & 18th June.

Therefore a celebration will happen this weekend in place of the coronation. The committee would like to request a donation from the parish Council of £500. This amount was agreed upon in principle and will be forwarded when requested.

[To discuss the results of the Sam 2 sign and loaning it to another village](#)

The results of the month's data was shared with the Council and the 85% percentile was only reading 32mph. The results also showed from a month's reading that, two vehicles were recorded travelling at 65mph, 3 vehicles travelling at 60mph and six vehicles travelling at 55mph. The percentile needs to record a speed of 36mph to enable the speed camera team to visit Dereham road.

[To discuss an alternative meeting venue for parish meetings](#)

The Council discussed an alternative meeting venue. Litcham Deli kindly offered the Council to meet at their facilities, this would be a perfect venue but unfortunately will not be big enough. The community room at Manor Drive was also suggested, the rates will be agreed upon once the booking form was considered. The school was another option for consideration, the clerk will make enquiries.

12.5 [To discuss the community car scheme grant for 23/24](#)

The clerk reported that the Breckland community car grant scheme application needs to be submitted. The village website needs updating due to the cost of the journey being incorrect. The clerk will update this and after a discussion, it was agreed on a new set of tariffs.

13. Finance

13.1 [To approve the list of payments](#)

The Council approved the list of payments for March 2023 as detailed at the end of the minutes

13.2 [To approve the payment for the clerk's expenses and election training](#)

The Council agreed and approved the clerk's expenses and election training

13.3 [To add a new signature to the bank account or open a new bank account](#)

This is still outstanding for discussion and will be added to the next agenda

14. To receive items for the next meeting agenda on 15th May 2023

Signage for deli

Tables for the deli on the pavements

Consider a donation for the Litcham Bell appeal

The meeting finished at 21.39

Cheque number	Cheque payable to	Reason for Payment	Cheque amount
728	D.K.Secker	Wages for Jan & Feb	£679.94
729	HMRC	Paye	£92.60
730	NPTS	Yearly subscription	£100.00
731	E.Christie	Community Car-Oct	£68.50
732	D.K.Secker	Expenses	£189.46