

Meeting Minutes of Litcham Parish Council
Monday 8th January 2024 at 19.30 pm held at the Litcham Secondary School

Present: Parish Councillors: Mike Oldfield (Chairman), Chris Mitchell (Vice-Chairman), Richard Fagence, Claire Lawrence, Jason Fuller and Nina Hart
Also, present: Donna Secker (Parish Clerk), 1 member of the public

1. To receive apologies for absence

County & District Councillor Kiddle-Morris has sent his apologies. Cllr Brown sent apologies and these were accepted.

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

Cllr Oldfield declared an interest in items no 9.1 & 9.2 signed and completed a declaration of interest form in front of the Council. It was noted that Cllr Oldfield, Cllr Hart and Cllr Lawrence, will not directly benefit from any donations granted but all sit on the Village hall committee and their interest was noted.

3. To approve the minutes of the meeting held on 6th November 2023

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

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

County Councillor and District Councillor Kiddle-Morris's report can be found on the website.

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

The Clerk received correspondence from a parishioner regarding the timing on the street lighting. Unfortunately, the timing cannot be changed on the streetlights but the Clerk has requested for the maintenance company again to visit to check them.

6. To report and update on highways

Items reported since the last meeting, the Clerk reported blocked drains on the junction of Pound Lane and Lexham Road which may have been the cause of the ongoing flooding. Potholes have been reported as well as the road surface on Mileham Road and Lexham Road heading towards King's Lynn. A slow sign needs implementing on Back Lane. Also, the Clerk will request a road sweeper to visit back Lane as the road is full of mud.

7. To discuss items that are not on the agenda which have been completed and actioned

The Council has recently installed posts around the notice board. They have also replaced and installed a new dog bin on Druids Lane and a new rubbish bin was purchased and is waiting to be installed on Front Street.

8. Planning Applications

8.1 To receive planning applications from Breckland District

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

9. Items to discuss, update and approve

9.1 A request for a donation towards the Jubilee Hall

The current finances within the village hall account will be used for renovations. A decorator is visiting in January and the hall is now watertight. The heating is the current problem and a request from the Village Hall committee for a donation from the Parish Council will contribute to the renewing of the heating. The running costs are over £1000 per year. This will be added to the next agenda.

9.2 To discuss a request for a donation for Litcham Common

The Council will discuss the request for the donation in the next financial year but agreed to this in principle.

10. Finance

10.1 To authorise the list of payments for January 2024

The Council approved the list of payments for January 2024 as detailed at the end of the minutes

10.2 To authorise the Clerk's cost of living pay rise set by NCC, back pay to 1st April 24

The Council agreed to the back pay of the Clerk

11. To received items for the next meeting agenda date Monday 4th March 2024

Annual Parish Meeting, Internal auditor, Jubilee Hall

Meeting closed 20.40

Transfer number	Cheque payable to	Reason for Payment	Cheque amount
	D.K.Secker	Wages for Oct & Nov (Back Pay 1st Apr 23)	£844.16
	HMRC	PAYE	£116.80
	TT Jones	Lighting 2024-Jan, Feb & Mar	£86.42
	D & G Fencing	Posts around village sign	£2,394.00
	D. Moore	Rent	£7.50
		Total	£3,448.88