

Litcham Parish Council Annual Meeting

Meeting Agenda (published 7th May 2024)

Date: Monday 13th May 2024

Time and place: Held at Litcham Jubilee Hall, directly after the Annual Parish meeting which starts at 7pm.

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Councillors are summoned to attend the next meeting of the Parish Council. The public are welcome to attend.

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1. To elect the Chairperson-Chairperson to sign the declaration of acceptance of office
 2. To elect the Deputy Chairman-Deputy Chairman to sign the declaration of acceptance of office
 3. To consider accepting apologies for absence
 4. To consider any declarations of acceptance of office that have not been received
 5. To approve the minutes of the meeting held on 4th March 2024
 6. To receive updates from County and District Councillors
 7. To report progress on items not on the agenda from the last meeting
 8. Open Forum for Public Participation: an opportunity to hear from members of the public (**Max 15 minutes**)

PLEASE NOTE THE NEXT PART OF THE MEETING IS FOR COUNCILLOR DISCUSSION ONLY AND THE PUBLIC ARE NOT PERMITTED TO PARTICIPATE.

9. To report and update on highway matters

10. Planning Applications

10.1 To receive planning applications by Breckland District

3PL/2024/0231/HOU-The Willows, 29 Church Street- Conversion of existing roof space to residential accommodation including rear dormer and roof-lights

10.2 Update on application decisions taken by Breckland District

3PL/2022/0340/D- Land off Wellingham Road- Erection of 8 dwellings following outline permission and 2 affordable housing.

11. To discuss and update the Council

11.1 To consider the request of a donation towards the Churchyard Cutting

11.2 To discuss the SSSI land

11.3 To discuss a donation to the Hillside Animal Sanctuary in memory of E. Christie

11.4 To discuss the option of holding cake sales on the Green

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- 11.5** To agree and discuss the insurance quote
- 12.** To adopt and approve the policy the Standing Order Policy
- 13.** To adopt and approve the policy for Code of Conduct
- 14.** To further discuss the report from Norfolk Wildlife Trust
- 15.** To discuss correspondence from Mr George Freeman- offering a community Surgery
- 16. Finance**
- 16.1** To approve the Annual Governance and Accountability Return-to approve the following documents: The certificate of exemption, Annual Audit Report and Annual Governance Statement.
- 16.2** To approve the list of payments for May 2024
- 17.** To receive items for the next meeting Tuesday 1st July 2024