

Meeting Minutes of Litcham Parish Council  
Monday 4<sup>th</sup> March 2024 at 19.30 pm held at the Litcham Secondary School

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Present: Parish Councillors: Mike Oldfield (Chairman), Chris Mitchell (Vice-Chairman), Claire Lawrence, Jason Fuller, Nina Hart and Richard Fagence

Also, present: Donna Secker (Parish Clerk), 2 members of the public

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**1. To receive apologies for absence**

County & District Councillor Kiddle-Morris has sent his apologies.

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

CLlr Fuller declared an interest in items no 7.1 3PL/2024/0087/HOU signed and completed a declaration of interest form in front of the Council. It was noted that Cllr Oldfield and Cllr Lawrence, will not directly benefit from any donation granted. Both sit on the Village Hall committee and their interest was noted and recused themselves from any discussions.

**3. To approve the minutes of the meeting held on 8<sup>th</sup> January 2024**

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 has received further communication regarding the street light on the Mileham road. The Council confirmed that the maintenance company has visited and checked the light and reported no faults. The Council will monitor the other street lights to establish the timings on these lights.

**6. To report and update on highways**

Items reported since the last meeting, the Clerk reported the damaged Childrens crossing sign on the Mileham road. The Potholes are getting deeper and bigger at the junction of Druids Lane and these potholes have been reported several times. 10 other items were discussed that need reporting and chasing up with highways.

**7. Planning Applications**

**7.1 To receive planning applications from Breckland District**

**3PL/2024/0029/HOU**-The Willows, 29 Church street. Rear single-storey extension with new gabled road and render to new extension – **This application has been withdrawn.**

**3PL/2024/0087/HOU**-8 Weasenham Road. Replacement of existing single-storey side projection by two storey side projection-**No objections commented on the portal.**

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

**TRE/2024/0003/TCA**-The Oasis, Church Street-Tree work to reduce hazard onto neighbouring property which is a public building (village Hall)-**For information**

## **8. Items to discuss, update and approve**

### **8.1 A request for a donation towards the Jubilee Hall**

An update on the Village Hall, the roof has been repaired, the kitchen has been decorated and the heating has been fixed but funds are limited due to paying for the ongoing repairs. New carpet tiles are planned to be fitted. It was agreed by Five councillors to donate £1000 but this will be a one-off payment to help with the current repairs.

### **8.2 To consider the request of a donation towards the Churchyard cutting**

The Council agrees to contribute £500 on the understanding that this current year, the grass will be cut in full (front and back areas) and once this is confirmed payment will be forwarded. It was again noted that the cutting of the grass is not the responsibility of the parish council. Six councillors agreed and one councillor disagreed with the donation.

### **8.3 To discuss the possibility of the Post Office as a community asset**

The council agreed to not proceed further, as the sale of the Post Office is nearly at the completion stage

### **8.4 To discuss the grant for D-Day to purchase a Beacon**

The Clerk reported that Breckland are offering a grant towards the purchase of a Beacon to celebrate D-Day. Six Councillors agreed to apply for the grant and one Councillor was against. If the application is successful this item will be discussed fully at the next meeting.

### **8.5 To discuss the SSSI land**

The Land on Druid's Lane was granted as SSSI, the Clerk will contact Breckland to find further information about the requirements and required maintenance to SSSI Land. This item will be added to the next agenda to feedback and information gained from Breckland.

## **9. Finance**

### **9.1 To authorise the list of payments for March 2024**

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

### **9.2 To authorise and approve the Clerk's expenses for 23/24**

The Council all agreed for the clerk expenses to be paid.

## **10. To discuss the report from Norfolk Wildlife Trust regarding Long Meadow**

The Council received a report from a County Wildlife Adviser as they would like to support Long Meadow to become designated Land with the Norfolk Wildlife Trust. This was discussed in details as currently this is a village asset and is presently being rented out to use as grazing land. The Council unanimously agreed not to register it with Norfolk Wildlife Trust.

It was also noted that the sign on the gate to prevent parking in front of the track to reach Long Meadow has been taken off. A new sign will be purchased.

## **11. To discuss the Annual Parish Meeting date**

It was agreed to hold the Annual Parish Meeting on Monday 13<sup>th</sup> May at 7pm in the Jubilee Village Hall and the Parish Council meeting will immediately follow.

## **12. To receive items for the next agenda date Monday 13<sup>th</sup> May 2024**

Feedback from SSSI land, update regarding the Church grass cutting, update on the Beacon grant.

Transfer number	Cheque payable to	Reason for Payment	Cheque amount
	D.K.Secker	Wages for Dec & Jan	£719.36
	HMRC	PAYE	£85.60
	TT Jones	Lighting 2024-Jan, Feb & Mar	£133.16
	D.K.Secker	Yearly expenses	£208.17
	BB Garden Services	Garden services on the green	£150.00
	NPTS	Council support service	£110.00
	Jubilee Hall	Donation for repairs	£1,000.00

Meeting closed 20.52