

# Meeting Minutes of Litcham Parish Council

Monday 6<sup>th</sup> January 2025 at 19.30 pm held at Jubilee Hall

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Present: Parish Councillors: Mike Oldfield (Chairman), Claire Lawrence, Nina Hart and Richard Fagence

Also, present: Donna Secker (Parish Clerk), 8 members of the public

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## 1. To receive apologies for absence

Cllr Mitchell and Cllr Fuller were accepted. Cllr Brown apologies were not accepted

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

No declarations of interest

## 3. To approve the minutes of the meeting held on 4<sup>th</sup> November 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

District and County Councillor Kiddle-Morris sent a full report and this will be added to the website.

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

A Parishioner raised the issue of Litcham not having a Christmas tree. The Council will look into the potential of arranging one to be in place for Christmas 2025.

A Parishioner raised the ongoing speeding concerns on Front Street. The cars do not slow down when crossing the junction from Back Street to Front Street. It was suggested that the road layout to be reviewed. The Council will raise this with highways and with County Cllr Kiddle-Morris.

A parishioner raised the query about a patch of land on the corner of Back Street/Front Street, it was noted that a member of the public has been maintaining this area however, this area should be Breckland's responsibility. The parishioners were thanked for all their time and consideration to look after this area and improve the appearance of what could be an overgrown patch.

Parishioners would like to thank the new owners of the shop for bringing it back to life, however, they raised the issue regarding the front of the shop, which was replaced without planning permission, this will be dealt with via the Breckland enforcement department and the Parish Council will not be involved with any further action.

## 6. To report and update on highways

### 6.1 Back Lane

The Council would like to thank the homeowner on the corner of Back Lane who has kindly tidied and cut back all the overhanging trees and verges. This has made a big difference to road width and visibility.

## **6.2 Damage Kerb on Church Street**

Cllr Brown has been contacting Norfolk County Council regarding a damaged kerb which unfortunately a child has suffered a minor injury. Cllr Brown unfortunately was not present to update the Council.

## **6.3 Obstructed Vehicle Blocking the Junction**

The Council will establish whether the car is legally parked before making any further decisions.

# **7. Planning Applications**

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

3PL/2024/0615/F- Litcham Post Office, 12 Church Street, Litcham-Proposed Part demolition & rebuild to rear roof section. The Council will seek more information on changes, externally and internally, before making any comments or observations about proposed alterations, particularly to the front elevation.

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

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

## **8.1 To review and discuss the quote for the telephone box repairs**

The Council has only received one quote presently and waiting for further quotes. This will be added to the next agenda.

## **8.2 To update the Council on the Parish Partnership application on the SAM2**

The Council have applied to purchase a SAM2 sign for the village as a permanent asset. The Clerk has completed the application and will update the Council if and when the application is successful. The SAM2 sign will be purchased under the 50/50 Parish Partnership scheme.

## **8.3 To discuss the quote for the maintenance of the Green 2025**

The current contractor has provided a new quote for cutting and maintaining the green. The new contract will be for the next three years and this will be £375.00. The Council agreed to accept the new quote and sign for the next three years.

# **9. Finance**

## **9.1 To authorise the list of payments for January 2025**

The payment list below was approved and authorised by the Council and these were agreed

## **9.2 To discuss and confirm the Budget and Precept of 2025-2026**

The Council agreed to continue with the current precept of £11,000. The Budgets were checked and also agreed by the Council.

## **9.3 The Council to carry out asset checks in preparation of the audit**

The Council will carry out asset checks in the next few weeks and the results will be reported back to the Clerk who will collate the information.

# **10. To receive items for the next meeting agenda date Monday 3<sup>rd</sup> March 2025**

Long Meadow, consider a donation to the Church cutting grass.

Transfer number	Payment to	Reason for Payment	Cheque amount
1	D.K.Secker	Wages Nov & Dec	£745.20
2	HMRC	PAYE	£92.00
4	C. Islitt	Community Car- Nov & Dec	£75.70
5	TT Jones	Street lights Maintenance	£90.14
6	Troupes	Community Car- Nov & Dec	£11.15
7	Mr Moore	Rent	£7.50

Meeting closed 20.49