

Meeting Minutes of Litcham Parish Council
Monday 20th July 2026 at 19.30 pm held at Jubilee Hall

Present: Parish Councillors: Chris Mitchell (Vice- Chairman), Jason Fuller, Paul Madden, Claire Lawrence, Clive Isitt and Ian Valentine.

Also, present: Donna Secker (Parish Clerk), 3 members of the public, County Cllr Tom Dickerson and District Cllr Kiddle-Morris

Cllr Mitchell thanked everyone for attending.

1. To receive apologies for absence

Cllr Oldfield sent his apologies; these were accepted

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

No declarations of interest received.

3. To approve the minutes of the meeting held on 11th May 2026

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

4. To co-opt a new Councillor

The Council received two application forms for the vacancy. These were circulated to the Council before the meeting. The Council voted Ian Valentine, who was invited to join the Council. The declaration of acceptance of office was signed.

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

County Cllr Tom Dickerson joined the meeting at 19.48. Cllr Dickerson was elected to County Cllr of the Launditch area in May. Cllr Dickerson is head of highways and is currently looking at the overall service of highways and concentrating on contracts with Norse and how to improve the service; there is a 2-year backlog.

Norfolk County Council are not supporting the three-Council devolution deal and are objecting to this plan, wanting Breckland to remain.

You can now start to recycle electrical items back to the recycling centres.

District Cllr Kiddle- Morris arrived at 20.15 and reported that in September the food waste service will commence. Food caddies will be delivered in August to all residents and small 25L wheelie bins. A short video will be launched to explain what can be added to the food bin.

All planning applications will now be delegated and decided by planning officers rather than calling in planning applications to a chairman's panel, which has been removed.

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

No public members present.

Before the meeting commenced, a member of the public shared with the Council their objections to the proposal on Lexham Road which was listed as a call for sites on the Local Plan. The Council cannot comment as no planning application has been submitted. This is still only at the consultation stage of the Local Plan and therefore the Council cannot consult parishioners until it has been finalised.

7. To report and update on highways

7.1 Obstruction hedge on Tittleshall Road

The hedge is obstructing the highway and visibility from turning from Tittleshall Road to Back Lane. The Clerk will contact the landowner.

7.2 Uneven road surface outside The Bull

The Council have been informed that a member of the public has broken their ankle and another has twisted their ankle on the drainage drop outside of The Bull. This has been reported as an urgent item to Highways; County Cllr Dickerson visited the site and will chase this up.

Extra highways items:

Druids Lane has been marked for the potholes to be repaired, but it was noted that BT is going to be laying new cables very soon.

Parishioners are reporting that the speeding is getting worse along Church Street; this is because the schools are closed for the summer, and the road is not congested with parked cars.

Tittleshall Road has areas of sunken tarmac since the water leak; the Clerk will report this.

Planning Applications

7.3 To receive planning applications from Breckland District

PL/2026/0901/PAAF- Woodland known as Litcham Warren-Proposed track upgrades to support essential woodland management maintenance. The Council would like it noted on the planning portal that tree roots will be protected as well as the wildlife.

PL/2026/0883/LB-Litcham Post Office and Convenience Store- Proposed works to the commercial shop frontage to include the removal of unauthorised aluminium framing and glazing. To replace with replicate adjacent sliding sash units. The Council will be commenting on the planning portal that more information is required. For example, plans, what colour, what material will be used.

7.4 To receive an update on application decisions taken by Breckland District Council

PL/2026/0321/LB-Litcham Post Office and Convenience Store. 12 Church Street, Litcham. Retrospective internal alterations to the ground-floor shop layout of the Grade II listed building, including removal of walls and partitions. **Approved** with conditions: The development shall be carried out in strict accordance with the application form, approved documents and drawings.

8.25 A member of the public arrived

8. Items to discuss, update and approve

8.1 To discuss the transfer of the defibrillator to the Parish Council

The Council will take over the defibrillator with immediate effect. The Clerk will carry out the checks on the device.

8.2 To review the donation request for grass cutting for the church

The Council requested copies of the grass cutting invoices for 2025. The total amount spent on the grass cutting last year was £400. The Council agreed to donate £300 towards the cost of this.

8.3 To update on the charges for the Community Car

The new charges for the Community Car have been active since April with the service still busy. We have had a new volunteer who has kindly joined and has already covered some trips. Breckland are reviewing some of the trips that Litcham are currently running and will continue monitoring this regularly.

8.4 To update on the Thistle treatment on Long Meadow

Cllr Oldfield was not present to update the Council. Long Meadow is waiting to be cut, but due to the dry weather there will be a delay. This will be added to the next agenda for an update

8.35 Two further members of the public arrived

9. Finance

9.1 To authorise and approve the list of payments for July 2026

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

10. To discuss the Local Plan stage 2 consultation

The Local Plan stage 2 has been released and the Council will be collating all the Cllrs' comments to submit them to the consultation form. Breckland have arranged drop-in events/centres in different locations for the public to view the Local Plan and take part in the consultation. The Clerk will add these dates to the website.

11. To receive items for the next meeting agenda date, Monday, 7th September 2026

Local Plan and Long Meadow

Meeting Closed 20.59

Transfer number	Payment to	Reason for Payment	Cheque amount
1	D.K.Secker	Wages May & June 26	£864.24
2	Community Car	Car Journeys Mar & Apr	£134.25
3	Troupes	Community Car	£15.20
4	TT Jones	Street lighting maintenance	£97.30
5	Litcham PCC	Grass cutting	£300.00

DRAFT