

# Meeting Minutes of Litcham Parish Council

Monday 2<sup>nd</sup> September 2024 at 19.30 pm held at Jubilee Hall

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

Also, present: Donna Secker (Parish Clerk), 2 members of the public and County and District Councillor Kiddle-Morris

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## 1. To receive apologies for absence

Cllr Fuller sent his 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 under item 8.2. The Declaration of Interest was signed and completed in front of the Council. Cllr Oldfield will not directly benefit from any donation given by the Council to the Litcham Common.

## 3. To approve the minutes of the meeting held on 1<sup>st</sup> July 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 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

The Clerk received correspondence from a complaint regarding the colour of the newly painted Deli shop. This has been inspected by the heritage department from Breckland and they have agreed that the new colour is suitable and the complaint will not be taken further. The Council also agreed with this decision that the colour is suitable. The Council was reminded that there is still £627.73 of S106 money still available and it was established that the Jubilee Hall has applied for this outstanding amount and waiting for confirmation that they have been successful.

## 6. To report and update on highways

A Clerk shared a list of completed and outstanding highway items to the Council before the meeting.

Further highway issues have been reported and these will be listed.

The Council agreed to now involve highways regarding the overgrown hedges and trees at the Junction of Tittleshall Road and Butt Lane. The homeowner has been contacted several times and has not taken the required action to cut back the debris which is now causing obstruction and is reducing visibility views for car users and pedestrians.

## 7. Planning Applications

### 7.1 To receive planning applications from Breckland District

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

## 8. Items to discuss, update and approve

### 8.1 To discuss the Breckland survey for open spaces

Breckland is currently running a survey regarding open spaces and sent a checklist of the Council to approve. The Council discussed the checklist and will report back to Breckland with the changes that are required.

### 8.2 To discuss the Donation to Litcham Common

The donation will contribute to the insurance and any additional tools needed, chemicals and reflective collars for the ponies. The Parish Council agreed to donate £400

### 8.3 To discuss the Parish Partnership Scheme

The Council discussed this at length and will not be applying for match funding this year.

### 8.4 To discuss the possibility of working with the high school on additional parking

This item was cancelled after the agenda was released. However, the Council would like to remind the school about staff car parking, especially on Church Street.

## 9. Finance

### 9.1 To authorise the list of payments for September 2024

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

## 10. To receive items for the next meeting agenda date Monday 4<sup>th</sup> November 2024

No items received

Meeting closed 20.40

Transfer number	Payment to	Reason for Payment	Cheque amount
1	D.K.Secker	Wages	£733.13
2	HMRC	PAYE	£85.60
3	TT Jones	Street Lamp - Maintenance-oct	£90.14
4	C. Islitt	Community Car- July & August	£42.50
5	Wix.com	Website charges	£120.46
6	Litcham Common	Donation	£400.00