Meeting Minutes of Litcham Parish Council
Monday 7th September 2026 at 19.30 pm held at Jubilee Hall

Present: Parish Councillors: Mike Oldfield (Chairman), Chris Mitchell (Vice- Chairman), Jason Fuller, Paul Madden, Claire Lawrence, Clive Isitt and Ian Valentine.
Also, present: Donna Secker (Parish Clerk) 6 members of the public and District Cllr Kiddle-Morris

Cllr Oldfield thanked everyone for attending.

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1. **To receive apologies for absence**
   County Cllr Tom Dickerson sent his apologies

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 20th July 2026**
   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 Cllr Kiddle-Morris raised the issue of the Caravans on Weasenham/Wellingham Road. Breckland has inspected this site and no authorisation has been given for access across the land. If anyone accesses the land, action will be taken. It was confirmed that there is no public right of way.
   The Local Plan consultation ends 23rd September. Breckland are holding an open evening where you can speak with officers on the 9th of Sept at 4o/c in the committee suite. The Local Plan will then go to the Council on the 3rd December for further approval.

   As from the 17th September, all planning applications will no longer be able to be called to committee; they will be decided by a planning officer who is delegated to that application.

   Food waste collection will start in Litcham on Thursday 10th September and then every Thursday.

   The potential Solar farm to be sited at Castle Acre: a public enquiry will again open on the 8th September. The last one held was in May. The MOD have objected due to the radar area and this will interfere with the runway.

   The Government have paused the Local Government review. Breckland will still go ahead with the elections in May 2027, with the possibility of District Cllr boundary Changes.

   District Cllr Kiddle-Morris's full report can be found on the website.

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

A few parishioners raised concerns regarding the siting of the caravans on the old water tower site. The two caravans will be joined together and this will face directly into their house and garden. This item was discussed further under item 6.2.

6. To report and update on highways

6.1 Raised path off Manor Drive

It was raised to the Council's attention that manhole covers are raised and the path surface. The Clerk has reported this to Flagship Homes, who will survey the area. The brick weave path near the Village sign is broken and uneven; the Clerk will report that to Flagship Homes.

6.2 Weasenham/Wellingham Road-Caravans

Over the past few weeks, two caravans have been positioned on the old water tower site. The Councillors have been in communication with the owner of the land to make them aware that they do not have any access to this land. This has also been reported to Breckland. Currently, there is no planning permission application been submitted. The posts that Breckland installed to prevent the caravans being sited have been removed by the owner and these posts will need to be re-installed; if not, legal action will be considered. It was reported that travellers have been looking at the site and the Council are concerned that nothing has been done and this is a matter of urgency for these posts to be re-installed.

Further highway issues were raised and the Clerk will report these. Road sign not visible on Lexham Road due to overgrown hedges. The drain is blocked at the bottom of Pounds Lane with debris. Back Lane has potholes that need reporting or a request to re-dress the road.

7. Planning applications

7.1 To receive planning applications from Breckland District

PL/2026/1126/HOU-Litcham Hall-Lexham Road-Proposed Garden wall to rear Boundary
No objection to this planning application
PL/2026/1127/LB-Litcham Hall-Lexham Road**- Grade 2 listed consent. -** Proposed Garden wall to rear Boundary- no objection to this planning application
PL/2026/0884/FMIN-Litcham Village Shop Frontage-Currently no decision due to Breckland requesting more information

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

8. Items to discuss, update and approve

8.1 To update on the Thistle treatment on Long Meadow

No update from the conservation team. The Clerk will contact and liaise with Norfolk Wildlife Trust to request an update.

8.2 To discuss the Parish Partnership Scheme

This is the last year of Breckland running the Parish Partnership Scheme; the Council discussed ideas but are not going to put forward a grant request.

8.3 To discuss the renewal of the electricity contract with SSE

The Council discussed further contracts with electrical companies but agreed to remain with SSE.

8.4 To discuss the elder tree on The Green wall/Boundary

The clerk contacted the contractor, who has cut back the elder tree and the brambles that are growing behind the BT junction box. The Council requested that the elder tree be dug out and will also requested that the weeds outside the village sign be treated.

8.5 To discuss purchasing new defib pads

The Clerk will organise a replacement set.

8.6 To raise awareness of Health & Safety issue within the village

It has been raised to the Council of the health and safety issue regarding The Bull, the Council is concerned and agreed to write to the landlord and to raise their concerns.

9. Finance

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

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

9.2 To inform the Council of the increased cost of the Hall hire

The current rate for the hall hire is £8.50 per hour; this will rise to £10 per hour due to the costs that occur over the winter.

9.3 To inform and authorise the Council of the clerk's pay increase

The government have awarded a pay increase across all NJC pay points. This is to be backdated to 1st April 2026. The Council agreed to award the Clerk's increase and this was approved.

10. To discuss the Local Plan stage 2 consultation

The Parish Council position on the Local Plan remains unchanged from the previous declaration. The Local Plan may no longer provide the most appropriate basis for consideration
However, this would be subject to details of plans and designs subsequently submitted and regards changes to local infrastructure that would be required.
Any future discussion should therefore take account of the application submitted.

11. To receive items for the next meeting agenda date, Monday, 2nd September 2026

Budgets and poppy wreaths

Meeting Closed 20.55

Transfer number	Payment to	Reason for Payment	Cheque amount
1	D.K.Secker	Wages July & Aug 26	£935.74
2	Community Car	Car Journeys July & August	£133.60
3	Jubilee Hall	Hall Hire	£72.25
4	Wix.com	Website plan	£129.60