

# Meeting Minutes of Litcham Parish Council

Monday 4<sup>th</sup> November 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**

No apologies received

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

No Declarations of interest received

**3. To approve the minutes of the meeting held on 2<sup>nd</sup> September 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 reported Breckland has paused the local plan due to the government requiring more land to build on, therefore there will be changes to the planning policy framework, which may allow for developments to be built on agricultural land and farms. Nutrient neutrality is still a big concern within Norfolk and it is encouraging more homeowners with septic tanks to replace them with treatment plants.

It has already been agreed that Breckland would go ahead with Car Park charges. The consultation started today to finalise the criteria for charges with some car parks still offering 1-2 hours of free parking. Some towns will not accept the charges and the town Councils will be given the opportunity to take over the car parks. £90,000 has already been spent on surveying the car parks and this cost will increase to install parking meters.

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

No comments from the Public

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

Druids Lane has now been re-surfaced and the white lanes will be added and Watery lane has also been repaired.

**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 review and discuss the projected budgets and precepts for 2025-26**

The Clerk circulated the budgets to the Council, this will be discussed further in January

### **8.2 To discuss the possibility of Xmas tree/decorating apple tree**

This has been discussed previously for several years and due to insurance and many other reasons regrettably this is not something that the Council are not able to implement.

### **8.3 To discuss the repair to the telephone box door**

The Council adopted the telephone box several years ago and the door is badly damaged. Unfortunately, this is not able to be repaired so a replacement door will need to be made. The Clerk will obtain some quotes.

### **8.4 To discuss the SAM2 loan to Beeston Parish Council**

After a lengthy discussion, the Council are happy to loan the SAM2 to Beeston but has agreed to purchase a SAM2 sign for the Village. This will be purchased by applying via the Norfolk County Council Parish Partnership Scheme with the Council contributing half towards the cost. The Clerk will apply and the Council will hear if they are successful in March/April 2025.

## **9. Finance**

### **9.1 To authorise and approve the list of payments for November 2024**

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

### **9.2 To authorise the purchase of new defib pads**

The Council agreed to replace and purchase new defib pads

### **9.3 To authorise the purchase and donation to the British Legion Poppy Appeal**

The Clerk purchased two poppy wreaths and after a discussion, it was agreed to see if the poppy wreaths can be re-used for future remembrance days to prevent repeatedly purchasing new wreaths each year. It was also agreed to donate £100.00 to the British legion.

### **9.4 To discuss and approve the Clerk's Salary rise**

The government released the new pay increase for Clerks. The Council agreed to the salary rise and for this to be back-dated to 1<sup>st</sup> April 2024

## **10. To receive items for the next meeting agenda date Monday 6<sup>th</sup> January 2025**

Update on the SAM 2 sign and telephone box quotes.

Meeting closed 8.45

Transfer number	Payment to	Reason for Payment	Cheque amount
1	D.K.Secker	Wages Sept & Oct (back pay)	£853.80
2	HMRC	PAYE	£85.60
4	C. Islitt	Community Car- Sept & Oct	£119.60
5	BB Garden Services	Garden Maintenance	£300.00
6	Dell Computer	New battery	£37.91
7	D.K.Secker	Poppy Wreath x 2	£39.98
8	Ruth Bushman	New Defib Pads	£69.54
9	British Legion	Donation	£100.00