

LONGHAM PARISH COUNCIL

Minutes of a meeting of Longham Parish Council held at 7.30pm on Monday 20th March 2023 in the Village Hall.

Present: Cllr Sue Douglas (Chair)
Cllr Roddy McLeod
Cllr Clare Mitton
Cllr Paul O'Brien
Cllr Alan Farrell

District Cllr Roger Atterwill
District Cllr Richard Duffield
County Cllr Mark Kiddle-Morris
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllrs Margaret Dye and Donna McLeod were approved.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 23rd January 2023.

Cllr Douglas proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Mitton and unanimously agreed by Council. The Chairman duly signed the minutes.

4. Meeting open for public participation.

There were no members of the public present.

5. To receive County and District Councillors reports.

C/Cllr Kiddle-Morris circulated a report regarding County matters and said that the decision regarding the County Deal was due in December.

In respect of the grass cutting on Chapel Road, he said it should be cut twice a year but there will be problems because of the parked cars. Areas outside of village boundaries are cut just once a year.

Council raised an issue regarding ownership of the land around the Village Sign and said there was now some confusion. C/Cllr Kiddle-Morris will investigate and provide a map. Council were concerned there may be some issues in the future in relation to the trees on the land.

D/Cllr Atterwill reported that planning is coming back in-house to Breckland, which was a popular decision. Council tax for years 2023/24 will increase by £4.95 for a Band D property.

As this was the last meeting before the elections, the Chairman thanked the three councillors for attending regularly and for all their help and advice.

6. Planning Matters.

a) Applications for consideration.

There were no applications to consider.

b) Decisions to note.

Council noted that no decision had been made on the following application.

- 3PL/2021/1460/F – Meadow, Hoe Road - change of use of land from Agricultural to residential & the erection of 1No. self-build home and provision of 1 No. Self Build Plot with associated car parking and landscaping.

c) To consider any response in respect of the consultation regarding the Breckland Local Plan.

Council agreed that as this was such a large topic a working party should be set up to consider both the response to the Local Plan and the Village appraisal, which were linked.

7. Highway Matters.

a) To receive updates on matters previously reported and to consider any new highway issues.

There were no matters to report.

b) To consider any action in respect of the mud on the road near the Bittering Road Pig Farm.

Council will contact DEFRA to try and identify the owners of the site. Cllr McLeod said he was now in a position to be able to help with the flooding issue and works will be carried out which should help resolve some of the problem.

c) To receive an update from the County Cllr regarding the grass cutting on Chapel Road (responsibility of County Council).

This matter had been discussed at item 5 above.

8. To receive a report in respect of the Playing Field and Play Area.

Cllr McLeod reported that they planned to hire a machine which will bury the stones on the football pitch, however, they needed to be careful due to the electric cable running underneath. The Chairman said that the pitch will not meet FA standards in its current condition.

9. To receive an update regarding the Clay Pits (a county wildlife site).

Cllr O'Brien reported that a further days work was planned towards the end of the month and the site will then be left until later in the year. It was planned to have three days maintenance work per year which will keep the site accessible.

He continues to apply for grants to fund the access platform which, once installed, will open up the site to everyone.

There may be some trees which will need replacing after the drought in 2022. Cllr Farrell advised of a scheme for free trees from the Woodland Trust.

10. To receive an update regarding the planting of the Jubilee Tree.

The Chairman reported that a second flowering cherry tree was being obtained and would commemorate the Coronation. They will both be planted beside the bench.

11. To consider any commemoration/celebration for the Coronation.

The Chairman reported that the Village Hall is planning a Cake & Tea Party on Sunday 7th May 2023, with a Royal Quiz, Crown Competition and raffle.

12. To receive an update regarding the proposed Village Appraisal.

Council had agreed to set up a working party to consider the questionnaire further, see item 6c. above.

13. Finance and Governance

a) To receive a financial report for the year ending 31st March 2023.

The financial report (attached) was noted. Council agreed that the £250 intended for the pull-in at the Clay Pits which had now been returned from Norfolk County Council should go into the General Reserve, rather than the Clay Pit reserve.

b) To consider any charitable requests.

Cllr Douglas proposed a £50 donation to the Norfolk Citizens Advice, this was seconded by Cllr Mitton and unanimously agreed by Council.

c) To authorise financial payments as set out below.

Cllr Douglas proposed that the following payments be approved, this was seconded by Cllr Mitton and unanimously agreed by Council.

• Clerk – Salary/Allowance (Feb)	£153.72 (SO)
• HMRC – PAYE	£2.20
• Clerk – Salary/Allowance (Mar)	£153.72 (SO)
• HMRC PAYE	£2.20
• The Conservation Volunteers	£360.00

- Clerk Expenses £16.20
- Website Annual Renewal (refund to Clerk) £106.06
- ICO (Data Protection) £35.00 (DD)
- Norfolk Citizens Advice £50.00

14. Correspondence for circulation

Great British Spring Clean 2023- the Chairman reported that the litter pick equipment had been booked for Saturday 22nd April 2023, meeting at the Village Hall at 10.00am. Refreshments will be provided after the event.

Norfolk – A County Deal – Devolution – Council agreed not to submit any response to the consultation.

15. To receive any new items for the next agenda.

There were no new items received for the next agenda.

16. To note the Annual Meeting of the Parish Council will be held on Monday 15th May 2023, following the Annual Parish Meeting which commences at 7.30pm in the Village Hall.

The date of the next meeting was noted and the Chairman closed the meeting at 8.08pm.

Signed:

Date:

LONGHAM PARISH COUNCIL							
YEAR ENDING 31ST MARCH 2023							
FINANCIAL REPORT - MARCH 2023							
BUDGET UPDATE	Budget	To	%		Balance at 01.04.2022	6233.81	
	2022/23	date	Spend		Plus Receipts at 28.02.2023	8948.15	
					Less Payments at 28.02.2023	<u>6,402.02</u>	
PAYMENTS*					TOTAL	8,779.94	
Admin	1,132	766	68%		Bank Balance at 28.02.2023		
Salary	1,649	1,759	107%		Unity Trust Current Account	4,124.44	
Open Spaces	1,000	658	66%		Unity Trust Instant Access	5,017.70	
Clay Pit Maintenance	1,000	1,000	100%		TOTAL	9,142.14	
Donations	1,925	1,000	52%		Less outstanding payments	362.20	
Defibrillator	100	-	0		TOTAL	8779.94	
TOTAL	6,806	5,183	76%		including:		
RECEIPTS					<i>Parish partnership Reserve</i>	250.00	
Precept	7,000	7,000	100%		Clay Pits Reserve	948.33	
Bank Interest	-	18			Village Hall Reserve	1,700.00	
Wayleaves	-	-			General Reserve	5,881.61	
Salary/HMRC	-	27					
Recycling	100	110	110%		CLAY PIT PROJECT as at 14/01/2023		
TOTAL	7,100	7,155	101%		Income	10,100.00	
SURPLUS/DEFICIT	294	1,972			Expenditure	<u>9151.67</u>	
					Balance	948.33	
*includes payments as listed on agenda.							