

LONGHAM PARISH COUNCIL

The Annual Meeting of the Parish Council will take place after the Annual Parish Meeting which is being held at 7.30pm on Monday 20th May 2024 in the Village Hall.

Longham Parish Council welcomes the public and press to its meetings. You may address the Council during the public participation session but standing orders do not allow participation in the debates.

AGENDA

1. Election of Chairman and signing of the Declaration of Acceptance of Office form.
2. Election of Vice Chairman and signing of the Declaration of Acceptance of Office form.
3. Welcome and apologies for absence. (apologies received from D/Cllr Roger Atterwill)
4. To receive any declarations of interest.
5. To approve the minutes of the meeting held on 18th March 2024.
6. Meeting open for public participation.
7. To receive County and District Councillors reports.
8. Planning Matters.
 - a) Applications for consideration.
 - Any applications received after the agenda has been published (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)
 - b) Decisions to note.
 - 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 – decision delayed due to nutrient neutrality restrictions.
 - 3PL/2024/0115/EU – Old Post Office, Chapel Road - Certificate of Lawful Existing Use - Property being used as a dwellinghouse only (Use Class C3) for a period in excess of 10 years – APPROVED.
 - c) To receive an update re the Breckland Local Plan and consider any action required.
9. Highway Matters.
 - a) To receive updates on matters previously reported and to consider any new highway issues.
 - Proposed 50mph speed limit on Litcham Road – C/Cllr Kiddle-Morris taking this forward.
 - Damaged warning signs - nr RB Watts and west end of Hoe Road – reported to Highways and now resolved.

- Highway degradation and potholes on Hoe Road – reported to Highways and will be rectified.
 - Missing junction sign at Beeston junction with Litcham Road – Highways mapping shows no sign at this junction since at least 2009 so will not be replaced.
10. To receive a report in respect of the Playing Field and Play Area and to consider quotes to paint the play area fence, benches and bus shelter.
11. To receive an update regarding the Clay Pits (a county wildlife site).
12. To receive an update in respect of the Village Appraisal.
13. Finance and Governance
- a) To receive a financial report for the year ending 31st March 2025.
 - b) To consider the Breckland Ward Boundary Review - Initial Consultation.
 - c) To receive an update regarding the Council insurance renewal.
 - d) To receive the internal auditors report and consider any recommendations.
 - e) To approve the annual governance statement in the 2023-24 Annual Return.
 - f) To approve the Statement of Accounts in the 2023-24 Annual Return.
 - g) To approve the certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
 - h) To authorise financial payments as set out below and note any receipts.
- PAYMENTS
- | | | |
|----|--|-----------|
| P1 | Clerk – Salary/Allowance (Apr)
(including annual salary incremental increase) | £tbc (SO) |
| P1 | HMRC – PAYE | £tbc |
| P2 | Clerk – Salary/Allowance (May) | £tbc (SO) |
| P2 | HMRC PAYE | £tbc |
| P3 | Annual Website Fee (reimbursement to Clerk) | £120.46 |
| P4 | Internal Auditor | £35.00 |
| P5 | Insurance Renewal | £tbc |
- *, (SO) or (DD) indicates payment has been made.*
- RECEIPTS
- | | | |
|--|--------------------------|-----------|
| | Precept 2024/25 (1 of 2) | £3,750.00 |
|--|--------------------------|-----------|
14. Correspondence for circulation
(anything received after the agenda has been published will be circulated at the meeting)
- Norfolk Minerals and Waste Local Plan - Notification of Submission and availability of documents for inspection.
15. To receive any new items for the next agenda.
16. To note the next meeting of the Parish Council will be held on Monday 15th July 2024, at 7.30pm, in the Village Hall.

Sheryl Irving
Clerk to the Council
longhamparishcouncil@gmail.com
Friday 10th May 2024