

LONGHAM PARISH COUNCIL

Minutes of a meeting of Longham Parish Council held on Monday 15th January 2024 at 7.30pm in the Village Hall.

Present: Cllr Susan Douglas (Chair)
Cllr Donna McLeod (Vice Chair)
Cllr Roddy McLeod
Cllr Clare Mitton
Cllr Paul O'Brien
Cllr Alan Farrell
Cllr Christopher Sait

District Cllr Roger Atterwill
District Cllr Richard Duffield
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Farrell were approved, with apologies also received from County Cllr Mark Kiddle-Morris.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 20th November 2023.

Cllr Douglas proposed that the minutes be accepted as a true record of the meeting. This was seconded by Cllr Donna McLeod 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.

D/Cllr Atterwill said it was important that Council read the current consultation regarding the Local Plan and respond, particularly if they wished for some building to take place in Longham.

The budget process is ongoing with an increase of £4.95 for a Band D property expected.

The Household Support Fund is available for anyone in need, with emergency grants of up to £300 available and signposting to other appropriate support. The fund can be accessed via either District Councillor.

A community grant is available to eligible groups in commemoration of the 80th Anniversary of D-Day in June.

D/Cllr Duffield reported that because the recycling plant in Shipdham has now closed, the bin routes/collection days may change. Fly-tipping fines have been increased to £1,000.

A written report was received from C/Cllr Kiddle-Morris, with no issues highlighted.

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 receive an update re the Breckland Local Plan and consider any action.

In respect of the ongoing consultation, Council agreed that members should forward any comments to the Clerk, no later than 1st February, who will then liaise with the Chairman and submit a response.

7. Highway Matters.

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

Council noted the following updates:

- Request for SLOW signs on Litcham Road near two Hoe Road junctions – works now completed and Council were grateful to C/Cllr Kiddle-Morris for progressing this.
- Proposed 50mph speed limit on Litcham Road – C/Cllr Kiddle-Morris taking this forward.
- Broken/Dirty street signs reported to Breckland:
 - Chapel Road – replaced.
 - New Road
 - Hoe Road (faded)
 - Hoe Road (dirty)
- Damaged warning signs - nr RB Watts and west end of Hoe Road – reported to Highways and will be resolved.
- Flooding on Reed Lane nr to the Rectory – reported to Highways and now resolved.
- Overhanging branches obscuring Chapel Road fingerpost – residents requested to cut back.

- 8. 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.**

Cllr O'Brien reported that he will have quotes available for the next meeting in March, when the weather is more appropriate for the works.

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

Cllr O'Brien reported that a winter clearing day is planned for February.

- 10. To consider a policy to conserve and enhance biodiversity in Longham, in accordance with the Environment Act 2021.**

The Chairman proposed approval of the policy, this was seconded by Cllr Mitton and unanimously agreed by Council.

11. Finance and Governance

- a) To receive a financial report for the year ending 31st March 2024.**

The financial report (attached) was noted.

- b) To authorise financial payments as set out below and note any receipts.**

Cllr Douglas proposed approval of the following payments, this was seconded by Cllr Donna McLeod and unanimously agreed by Council. The receipt was noted.

PAYMENTS

P29	Clerk – Salary/Allowance (December) (includes pay award arrears, back dated to 01.04.2023)	£242.42 (SO)
P29	HMRC – PAYE	£23.00
P30	Conservation Volunteers (Clay Pit)	£378.00
P31	Clerk – Salary/Allowance (January)	£176.62 (SO)
P31	HMRC PAYE	£6.80
P32	Norfolk PTS – Training – Cllr Sait	£44.00
P30A	Bank Charges	£18.00

RECEIPTS

Bank Interest	£49.43
---------------	--------

12. Correspondence for circulation

Metal Detecting Day on Council Land – Council did not wish to take this forward.

Standard Light Pollution Clause for Planning – Council considered the suggestion from CPRE to include a light pollution clause in every appropriate planning application which will help to minimise light pollution and conserve dark skies. Cllr Douglas proposed approval, this was seconded by Cllr Mitton and unanimously agreed by Council.

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

There were no new items for the next agenda.

14. To note the next meeting of the Parish Council will be held at 7.30pm on Monday 18th March 2024 in the Village Hall.

The date of the next meeting was noted and the Chairman then closed the meeting at 7.45pm.

Signed:

Date:

LONGHAM PARISH COUNCIL					
YEAR ENDING 31ST MARCH 2024					
FINANCIAL REPORT - JANUARY 2024					
BUDGET UPDATE	Budget	To	%	Balance at 01.04.2023	8422.31
	2023/24	date	Spend	Plus Receipts at 31.12.2023	8342.63
				Less Payments at 31.12.2023	5,986.32
PAYMENTS*				TOTAL	10,778.62
Admin	2,352	902	38%		
Salary	2,019	1,642	81%	Bank Balance at 31.12.2023	
Open Spaces	3,528	1,419	40%	Unity Trust Current Account	3,620.69
Donations	1,025	1,025	100%	Unity Trust Instant Access	7,180.93
Defibrillator	50	51	1.0198	TOTAL	10,801.62
TOTAL	8,974	4,987	56%	less outstanding payment	23.00
					10,778.62
RECEIPTS				including:	
Precept	7,500	7,500	100%	Clay Pits Reserve	1,018.33
Bank Interest	-	140		Village Hall Reserve	1,700.00
Wayleaves	-	-		General Reserve	8,060.29
Salary/HMRC	-	-			
Recycling	100	246	246%	CLAY PIT PROJECT	
TOTAL	7,600	7,885	104%	Income*	11,100.00
				Expenditure to 31.03.2023	9151.67
SURPLUS/DEFICIT	(1,374)	2,898		Expenditure 2023/24	930.00
<i>*includes payments as listed on agenda.</i>				Balance	1,018.33
				<i>*Income includes £1,000 in 2023/24 budget</i>	