

LONGHAM PARISH COUNCIL

Minutes of a meeting of Longham Parish Council held on Monday 18th March 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

District Cllr Roger Atterwill
County Cllr Mark Kiddle-Morris
Sixteen Members of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies were received from District Cllr Richard Duffield.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 15th January 2024.

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.

A member of the public queried the development sites in Longham as shown on the Breckland website, including one site for at least 24 new dwellings.

The Chairman said that no sites have been confirmed and the Local Plan consultation is ongoing. Three sites in Longham had been submitted to the recent 'call for sites' from Breckland and those sites are now being reviewed for suitability and village sustainability. If approved for inclusion in the development plans by Breckland, there will then be a further consultation period to which anyone can respond. The Chairman went on to say that the review of the Local Plan and related consultation has been widely advertised and the information readily available. However, it appeared that no members of the public present were aware of this.

District Cllr Atterwill said the Local Plan review was well underway and the next six week consultation will be well advertised and everyone will have an opportunity to comment. The

previous consultation asked what development people wanted in the District, for example should new development mainly be in the market towns or more widely spread across the service centres. There had been over 1,000 responses to that consultation and the draft plan is based around that. There will be another consultation re specific sites in Longham, due later in the year, once the sites have been reviewed by Breckland officers to see if the sites can be developed and are deliverable. He said new developments can bring positive change such as better bus services.

Cllr O'Brien said the Parish Council publishes information regarding planning and applications are discussed at meetings, however, the Parish Council can only comment, they do not make the decisions.

A member of the public raised the potholes and degradation on the Hoe Road leading into the village, coming down from the t-junction and this will be reported to Highways.

A missing sign from the Beeston junction was also raised and this too will be reported.

5. To receive County and District Councillors reports.

D/Cllr Atterwill said that Breckland had agreed their budget and council tax bills should now have been received. It had been a challenge, and a Band D property will have their Breckland element increased by £4.95 per annum.

C/Cllr Kiddle-Smith said that the County Council have also increased their precept by the maximum permitted of 2.99% and 2% for Adult Social Care. There was an overspend of £30M in Adult Social Care, Children's Services and School Transport and forward planning was not helped by the uncertainty coming from Government.

The proposed devolution deal is progressing with a leader due to be elected in May 2025.

The Chairman thanked both councillors for their inputs.

6. Planning Matters.

a) Applications for consideration.

- 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 – Council members raised no issues and a 'no comment' response will be submitted.

b) Decisions to note.

Council noted that the decision on the following application continues to be delayed due to nutrient neutrality restrictions.

- 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 required.

This item had been dealt with at item 4 above.

7. Highway Matters.

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

Council noted the following updates:

- Proposed 50mph speed limit on Litcham Road – C/Cllr Kiddle-Morris taking this forward but it will not progress until the next financial year, at the earliest. The C/Cllr is hoping to achieve a lower speed limit along the section of road with the dangerous junctions.
- Damaged warning signs - nr RB Watts and west end of Hoe Road – reported to Highways but not yet resolved.
- Overhanging branches on fingerpost on Chapel Road – resident requested to cut back and has kindly done so.

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 had received two quotes but, as the works were extensive, needed to get at least one other. The moles have been removed from the playing field.

Cllr Donna McLeod reported that the works on the football pitch are waiting for appropriate weather and once done the pitch will be re-seeded.

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

Cllr O'Brien reported that a maintenance day had been carried out in February with another due later in spring.

The Chairman said the site was a Norfolk Wildlife Trust County Wildlife site with interesting flora and fauna. Walkways and steps had been installed and it was planned, subject to grant funding, to make the site safely accessible to everyone, including a viewing platform for those unable to access down into the site. The site is currently accessible and safe but not completed.

10. To consider the Village Appraisal form.

The Chairman reported that revisions are being made to the form and it was hoped to distribute to every household in the village soon.

Cllr O'Brien reported that the survey arose from the previous Breckland survey regarding rural housing for local people, to which there had been a 20% response and no need for additional housing was identified. However, this did raise the question as to what the village needed/wanted. The most recent census gave a picture of the village and this can be built on by the forthcoming appraisal, which will be hand delivered with return options being considered. The Chairman emphasised that all responses will be anonymous.

11. Finance and Governance

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

Council noted the financial report (attached).

b) To consider any charitable requests/donations.

Cllr Douglas proposed a £25 donation to a request for a donation from Dereham Cancer Care, this was seconded by Cllr O'Brien and unanimously agreed by Council.

c) To authorise financial payments as set out below and note any receipts.

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

PAYMENTS

| | | |
|-----|-------------------------------------|--------------|
| P33 | Clerk – Salary/Allowance (Feb) | £176.82 (SO) |
| P33 | HMRC – PAYE | £6.60 |
| P34 | Clerk – Salary/Allowance (March) | £152.62 (SO) |
| P34 | HMRC PAYE | £0.80 |
| P35 | ICO Data Protection Renewal | £35.00 (DD) |
| P38 | Clerk Expenses | £22.20 |
| P36 | Playing Field Pest Control | £250.00 |
| P37 | Conservation Volunteers – Clay Pits | £378.00 |
| | Bank Charges | £18.00 |
| P1 | Norfolk PTS Subscription (2024/25) | £75.00 |

RECEIPTS

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

12. To note the meeting dates for 2024/25.

Council noted the meeting dates for 2024/25.

- 20th May 2024
- 15th July 2024
- 16th September 2024
- 18th November 2024
- 20th January 2025
- 17th March 2025

13. Correspondence for circulation

Norfolk Minerals and Waste Local Plan - Notification of Submission and availability of documents for inspection – no action was required.

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

There were no new items for the next agenda.

15. To note the Annual Meeting of the Parish Council will be held on Monday 20th May 2024, following the Annual Parish Meeting which commences at 7.00pm, in the Village Hall.

The date of the next meeting was noted and the Chairman then closed the meeting at 8.27pm, after highlighting the Village Litter Pick taking place on the 6th April, meeting at the Village Hall at 10.00am.

Signed:

Date:

| LONGHAM PARISH COUNCIL | | | | | |
|--|----------------|--------------|-------------|--|-----------------|
| YEAR ENDING 31ST MARCH 2024 | | | | | |
| FINANCIAL REPORT - MARCH 2024 | | | | | |
| | Budget | To | % | | |
| | 2023/24 | date | Spend | | |
| BUDGET UPDATE | | | | Balance at 01.04.2023 | 8422.31 |
| | | | | Plus Receipts at 31.01.2024 | 8342.63 |
| | | | | Less Payments at 31.01.2024 | 7,025.96 |
| PAYMENTS* | | | | TOTAL | 9,738.98 |
| Admin | 2,352 | 997 | 42% | | |
| Salary | 2,019 | 1,959 | 97% | Bank Balance at 31.01.2024 | |
| Open Spaces | 3,528 | 1,669 | 47% | Unity Trust Current Account | 2,564.65 |
| Donations | 1,025 | 1,025 | 100% | Unity Trust Instant Access | 7,180.93 |
| Defibrillator | 50 | 51 | 1.0198 | TOTAL | 9,745.58 |
| TOTAL | 8,974 | 5,649 | 63% | less outstanding payment | 6.60 |
| | | | | | 9,738.98 |
| 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 | 7,020.65 |
| 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) | 2,236 | | Expenditure 2023/24 | 1245.00 |
| <i>*includes payments as listed on agenda.</i> | | | | Balance | 703.33 |
| | | | | <i>*Income includes £1,000 in 2023/24 budget</i> | |