

## LONGHAM PARISH COUNCIL

Minutes of the meeting of Longham Parish Council, held at 7.30pm on Monday 21<sup>st</sup> March 2022 in the Village Hall.

**Present:** Cllr Susan Douglas (Chair)  
Cllr Donna McLeod (Vice Chair)  
Cllr Roddy McLeod  
Cllr Paul O'Brien  
Cllr Margaret Dye  
Cllr Clare Mitton

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

### **1. Welcome and apologies for absence.**

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Dewar were approved.

### **2. To receive any declarations of interest.**

There were none received.

### **3. To approve the minutes of the meeting held on 17<sup>th</sup> January 2022.**

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

### **4. Meeting open for public participation.**

A member of the public was in attendance to thank a local landowner for clearing a ditch adjacent to their property on Honeypot Lane which had been causing serious flooding issues and the matter is now resolved (see item 7b below).

### **5. To receive County and District Councillors reports.**

D/Cllr Atterwill reported that he had hoped to have had a briefing re the Ukrainian refugees but when he has, he will forward it on to Council members. The C/Cllr reported that the reception centre will be based at Long Stratton. Issues surrounding single-occupancy council tax dwellings/benefits etc are being addressed.

The C/Cllr also reported that the county element of council tax will be increasing by 3%. The fees paid to foster carers are being changed and this has caused worries to many carers. The A47 is due to be dualled by 2025, although this could be put back again, and there is growing

opposition to the Western Link road although, with levelling up money now coming to Norfolk, the funds should be available for road improvements.

The Chairman thanked both Cllrs for their reports.

## **6. Planning issues.**

### **a) Applications for consideration.**

Council raised no issues in respect of the following application and agreed a 'no comment' response.

- 3PL/2022/0175/HOU – Fairwinds, Litcham Road - proposed single storey extension to side (Amended scheme to planning permission 3PL/2017/0183/HOU).

### **b) Decisions to note.**

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

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

Council noted that the following application had been approved.

- 3PL/2021/1684/D – Development Plot, Manor Cottage, Wending Road - reserved matters application for one dwelling following outline permission 3PL/2019/0121/O.

### **c) To receive a report regarding the Rural Exception Site Housing Scheme and to make a decision as to the way forward.**

Council members had attended a briefing with Broadland Housing regarding the types of development which are being built and how the scheme worked. Cllr Roddy McLeod said that Council needed to be mindful of council land being sold on at reduced prices in the future if the scheme went ahead, and the Chairman said that it was likely to be agricultural land used but she would request that all properties would remain rentals. Council agreed to proceed to the next stage, ascertaining interest for local housing, with no commitment at this stage for the scheme to go ahead.

## **7. Highway issues.**

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

Council noted that the groups on Litcham Road had been reported to Highways, cleared and on the routine maintenance schedule.

### **b) To consider a request for assistance from a member of the public regarding flooding on Honeypot Lane, between the Longham junction and Honeypot Wood.**

This item had been dealt with at item 4 above.

**c) To receive an update regarding the pull-in on Hoe Road.**

C/Cllr Kiddle-Morris reported that the Highway Engineer had carried out a site inspection and the report was now awaited.

**d) To receive an update regarding permissive pathway options.**

The Chairman is meeting with the landowner regarding a pathway around the Old Rectory corner. An alternative suggestion was to lower the bank to allow pedestrians to get off the road when necessary although Cllr McLeod said that if this was done then the bank would soon be driven over and become part of the road, it was safer to keep walkers away from the road.

**8. To receive an update in respect of the Playing Field.**

The playing field is now ready for its first cut and will also be rolled. A new football club will be using the pitch in the autumn and it was hoped that a junior club will also start.

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

Cllr O'Brien reported that the 500 native trees had been planted, at the cost of one paid Volunteer leader and ten unpaid volunteers. The trees have been planted on the north and east sides and will be thinned once they become established.

The boardwalks have been ordered and, unfortunately, the cost had increased considerably. They are made with recycled plastic and have a lifespan of 50 years. Installation works should commence mid-April.

A further grant application is being made to 'Awards for All' and this will be for a disability access platform, notice boards and additional boardwalks.

The Chairman thanked Cllr O'Brien for his hard work on this project.

**10. To receive an update regarding the Village Hall.**

The number of private hires had increased but it was hoped to attract more regular groups too.

**11. To consider planting a Jubilee Tree and purchasing a RBL Plaque.**

Council was advised that a Jubilee Picnic is being planned for the 5<sup>th</sup> June on the playing field, with everyone bringing their own food and drink, although tea and coffee will be served in the village hall. Garden games, royal fancy dress and a game of rounders is also planned. It was hoped to plant two Jubilee flowering cherry trees on the day but Cllr McLeod advised that was the wrong time of year and planting should wait until the autumn. Cllr Donna McLeod volunteered to source the two trees. The events will be advertised in the village magazine.

**12. To consider organising a Great British Spring Clean 2022 (litter pick).**

Council was advised that a litter pick has been arranged for the 9<sup>th</sup> April, commencing at 10.00am, meeting at the Village Hall. The equipment has been borrowed from Breckland and volunteers are welcome to join.

**13. Finance and Governance**

**a) To receive a financial report for the year ending 31<sup>st</sup> March 2022.**

The financial report (attached) was noted.

**b) To consider any charitable donations.**

Cllr Douglas proposed a donation of £20 to each organisation, this was seconded by Cllr Donna McLeod and unanimously agreed.

- Norfolk Citizens Advice
- Priscilla Bacon Hospice Appeal

Council agreed to circulate information regarding the Hospice Appeal in the village magazine.

**c) To consider an alternative to Norfolk Association of Local Councils – a Norfolk Parish Training & Support subscription.**

Cllr Douglas proposed that the Parish Council subscribe to Norfolk Parish Training and Support in 2022/23, with a saving of over £30 per annum, this was seconded by Cllr Donna McLeod and unanimously agreed.

**d) To authorise financial payments as set out below:**

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

• Clerk – Salary/Allowance (Feb/Mar) & Expenses	£319.46
• Clerk – Pay Award Arrears	£27.00
• ICO – Data Protection Registration	£35.00 (DD)
• Website Domain and Package (refund to Clerk)	£106.06
• Clay Pits – Hedge Planting	£300.00
• Clay Pits – Decking	£3326.28
• Norfolk Citizens Advice	£20.00
• Priscilla Bacon Hospice Appeal	£20.00
• Paid:	
• Mole removal	£246.60
• Contractor – footpath hedges	£240.00
• Mole removal	£94.20

**14. Correspondence for circulation**

Response from Police & Crime Commissioner to complaint re arson attack – Council had been disappointed by the lack of support offered to the victims but agreed no response to the letter was necessary.

Council noted the correspondence below and no action was required:

- NRF Support to Community Resilience
- Notice of Deposit under Highways Act 1980 Section 31 (6) – Spring Farm, Gressenhall.

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

There were no new items raised for the next agenda.

**16. To note the Annual Meeting of the parish council will be held on Monday 16<sup>th</sup> May 2022 in the Village Hall, following the Annual Parish Meeting commencing at 7.30pm.**

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.16pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

LONGHAM PARISH COUNCIL					
YEAR ENDING 31ST MARCH 2022					
FINANCIAL REPORT - MARCH 2022					
<b>BUDGET UPDATE</b>	<b>Budget</b>	<b>To</b>	<b>%</b>		
	<b>2021/22</b>	<b>date</b>	<b>Spend</b>		
<b>PAYMENTS*</b>					
Admin	1107	1048	95%		
Salary	1600	1591	99%		
Open Spaces	500	851	170%		
Donations**	4925	4925	100%		
Defibrillator	0	28			
<b>TOTAL</b>	<b>8132</b>	<b>8415</b>	<b>103%</b>		
<b>RECEIPTS</b>					
Precept	6000	6000	100%		
Bank Interest	0	0			
Wayleaves	0	226			
HMRC	0	6			
Recycling	200	97	49%		
<b>TOTAL</b>	<b>6200</b>	<b>6329</b>	<b>102%</b>		
<b>SURPLUS/DEFICIT***</b>	<b>-1932</b>	<b>-2086</b>			
<i>*includes payments awaiting approval on this agenda.</i>					
<i>**includes £3000 Donation for football pitch from Reserve Fund</i>					
				<b>Bank Reconciliation</b>	
				<b>Balance at 01.04.2021</b>	
				11,378.18	
				Plus Receipts at 28.02.2022	
				11,823.09	
				Less Payments at 28.02.2022	
				12,830.66	
				<b>TOTAL</b>	
				<b>10,370.61</b>	
				<b>Bank Balance at 28.02.2022</b>	
				Unity Trust Current Account	
				10,405.61	
				Unity Trust Instant Access	
				0.00	
				10,405.61	
				Less any outstanding payments	
				35.00	
				<b>TOTAL</b>	
				<b>10,370.61</b>	
				<b>including:</b>	
				Clay Pits Reserve	
				5,210.23	
				Village Hall Reserve	
				1,700.00	
				<b>General Reserve</b>	
				<b>3,460.38</b>	
				<b>CLAY PIT PROJECT</b>	
				Income	
				9,100.00	
				Expenditure*	
				4639.77	
				<b>Balance</b>	
				<b>4,460.23</b>	
				<i>*includes payments awaiting approval on this meeting</i>	