

# LONGHAM PARISH COUNCIL

Minutes of a meeting of Longham Parish Council held on Monday 15<sup>th</sup> July 2024, at 7.30pm in the Village Hall.

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

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

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

The Chairman welcomed everyone to the meeting.

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

There were none received.

## **3. To approve the minutes of the meeting held on 20<sup>th</sup> May 2024.**

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.**

A member of the public asked Council if they would continue to support his planning application if it was re-submitted. Council agreed that, in principle, they would support the application.

A request for more dog bins was made, due to the large amount of dog mess left in the village. Members were advised that, with evidence of those responsible, the dog warden can be asked to investigate. Suitable locations for more bins will be considered. D/Cllr Atterwill said that signage and mobile cameras were available from Breckland.

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

County Cllr Kiddle-Morris reported that the vote to change the constitution will take place on the 23<sup>rd</sup> July which will allow for a directly elected leader, a requirement for devolution.

District Cllr Atterwill reported that Breckland Council has agreed to introduce car parking charges in the five market towns and a consultation will take place later in the year. He advised this is likely to have an impact on both workers and shops and that Dereham needs investment in the town centre.

District Cllr Duffield said that town centres had been killed off by out of town shopping and half a million pounds was required each year to maintain the car parks.

It was also noted that Breckland will have a £1.6M deficit next year.

## **6. Planning Matters.**

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

There were no applications to consider.

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

Council noted that the following application continued 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/Cllr Kiddle-Morris said that Government money had been received to help obtain credits to mitigate nutrient neutrality to then allow building to recommence although the £2.2M invested will be enough for just 570 new houses, with 1400 houses now waiting to be built.

### **c) To note the recent Village Meeting regarding Planning and to receive an update re the Breckland Local Plan and consider any action required.**

The Chairman thanked D/Cllr Atterwill for attending the village meeting and answering many of the queries raised. Council had agreed a response to the Local Plan highlighting the need for a 10% increase in housebuilding over the lifetime of the Plan (25 years) and that more affordable housing was required. The dark skies policy was also included.

## **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.

### **b) To note the Parish Partnership Scheme and to consider any projects for 50/50 grant funding.**

The Chairman asked members to consider ideas and to bring them forward before the closing date in December.

**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 was having difficulties in obtaining quotes but will continue to pursue this.

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

Cllr O'Brien reported that maintenance work was ongoing and the gravel path would be re-laid on the next visit.

The search for funding continues. Stage one is now complete, and that consisted of clearance and the maintenance of the footpaths. Stage two will make the site accessible to all, including a disabled viewing platform, stairways, fencing and an information board. The site is a county wildlife site and continues to be managed with this in mind.

No grants are currently available although the RWE (previously Vattenfall) Fund is due to open in September. Cllr O'Brien said that because many of the grants were for 50/50 match funding, they were not suitable as there were no funds available from the Parish Council. He suggested contacting local businesses to see if they wished to contribute. It was agreed to wait until the RWE fund opened before progressing this course of action.

**10. To receive an update in respect of the Village Appraisal.**

Cllr O'Brien reported that the document has changed from its original format as the recent planning consultation had taken away much of its need. However, the document will inform the village and encourage participation. The document will be delivered to every household once finalised.

**11. To receive an update regarding the Dial-a-Bus scheme.**

Council noted that the organisation will be considering new routes which may include Longham, however, there is a £10 membership fee and a trip to Dereham would cost approx. £17.

**12. Finance and Governance**

**a) To receive a financial report for the year ending 31<sup>st</sup> March 2025.**

The financial report (attached) was noted.

**b) To consider approval of the following policies.**

Cllr Douglas proposed approval of the following policy documents, this was seconded by Cllr Donna McLeod and unanimously agreed by Council. It was noted that a new Financial Regulations document was awaited.

- Asset Register
- Risk Assessment & Management Policy
- Code of Conduct

- Information & Data Protection Policy
- Publication Scheme
- Retention and Disposal Policy

**c) 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 Mitton and unanimously agreed by Council. The receipt was noted.

**PAYMENTS**

P7	Bank Charges – quarter	£18.00
P6	Clerk – Salary/Allowance (June)	£141.73 (SO)
P6	HMRC – PAYE	£33.00
P8	Clerk – Salary/Allowance (July)	£141.73 (SO)
P8	HMRC PAYE	£33.00
P9	Grass Contractor – Church (1 of 2 payments)	£685.00
P10	The Conservation Volunteers – Clay Pit	£408.00
P11	Pea shingle for Clay Pits	£102.00
P12	Donation to Village Hall	£1,000.00
P13	Donation to Norfolk Citizens Advice	£25.00

**RECEIPTS**

Bank Interest	£58.61
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**13. Correspondence for circulation**

There was no correspondence to note.

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

No new items were received for the next agenda.

**15. To note the next meeting of the Parish Council will be held on Monday 16<sup>th</sup> September 2024, at 7.30pm, in the Village Hall.**

Council noted the date of the next meeting and the Chairman closed the meeting at 8.25pm.

Signed:

Date:

<b>LONGHAM PARISH COUNCIL</b>					
<b>YEAR ENDING 31ST MARCH 2025</b>					
<b>FINANCIAL REPORT - JULY 2024</b>					
<b>BUDGET UPDATE</b>	<b>Budget</b>	<b>To</b>	<b>%</b>	<b>Balance at 01.04.2023</b>	<b>9535.39</b>
	<b>2024/25</b>	<b>date</b>	<b>Spend</b>	Plus Receipts at 30.06.2024	4380.37
				Less Payments at 30.06.2024	1,220.65
<b>PAYMENTS*</b>				<b>TOTAL</b>	<b>12,695.11</b>
Admin	1,225	716	58%	<b>Bank Balance at 30.06.2024</b>	
Salary	2,095	659	31%	Unity Trust Current Account	2,406.34
Open Spaces	2,565	685	27%	Unity Trust Instant Access	10,288.77
Donations	1,025	1,025	100%	<b>TOTAL</b>	<b>12,695.11</b>
Defibrillator	50	-	0	less any outstanding payments	0.00
<b>TOTAL</b>	<b>6,960</b>	<b>3,085</b>	<b>44%</b>	<b>TOTAL</b>	<b>12,695.11</b>
				<b>including:</b>	
<b>RECEIPTS</b>				Clay Pits Reserve	1,703.33
Precept	7,500	3,750	50%	Village Hall Reserve	1,700.00
Bank Interest	100	59		<b>General Reserve</b>	<b>9,291.78</b>
Wayleaves	-	-			
Salary/HMRC	-	-		<b>CLAY PIT PROJECT</b>	
Recycling	150	263	176%	Income*	12,100.00
<b>TOTAL</b>	<b>7,750</b>	<b>4,072</b>	<b>53%</b>	Expenditure to 31.03.2024	10,396.67
				Expenditure 2024/25	425.00
<b>SURPLUS/DEFICIT</b>	<b>790</b>	<b>987</b>		<b>Balance</b>	<b>1,278.33</b>
<i>*includes payments as listed on agenda.</i>				<i>*Income includes £1,000 set aside in 2024/25 budget</i>	