
Minutes of the Meeting of Loddon Parish Council (LPC) held on Wednesday 8 March 2023, 7.00pm in the Hollies Rear Hall.

Present: Cllr Kay Mason Billig (KB) - Chairman, Cllr June Strickland (JS) - Vice-Chairman, Cllr Liz Marsham (LM), Cllr Julie Appleby (JA), Cllr Colin Binfield (CB), and Cllr Alan Wildman (AW).

In Attendance: Emily Curtis (Parish Clerk), Georgina Hirst (RFO), Jo Leonard (Administration and Allotment Officer, AAO) and four members of the public (two left early, and two arrived at 8.00pm and stayed for the remainder of the meeting).

Absent: None

1. **Welcome, Meeting Protocol and Etiquette:**

Cllr KB welcomed everyone to the meeting. The Chairman informed the Council that members of the public will be invited to contribute during the Public Forum. The Clerk confirmed that she wished to record the meeting.

2. **Apologies for Absence:** The Council accepted apologies from Cllr Jessie Powell (JP) as she was away from home, Cllr Arthur Morris (AM) and Cllr Jane Hale (JH) as they were both unable to attend due to ill health.

3. **Resignation of Cllr Margaret Wallace:** The Council thanked Cllr Wallace for the 20 years of service that she has given to the Council, a true stalwart of Loddon and she will be missed.

4. **Declarations of Interest and Requests for Dispensations:** None declared.

5. **To Approve the Minutes of the Meeting Held on the 8 February 2023:**

Minutes of the meeting held on the 8 February 2023 were approved as a correct record. The Chairman reminded the Cllrs of their responsibility to declare interests on relevant items.

6. **Matters Arising:**

6.1 **St George's Park Grit Bin**

Cllr JA declared a non-pecuniary interest as she resides in the area. District Cllr KB recently met with Halsbury Homes, and they have agreed to the proposed location of the grit bin and kindly agreed to fund the purchase of the grit bin. **Action:** RFO to invoice and thank Halsbury Homes Ltd for the grit bin.

6.2 **Local Elections May 2023**

Nominations to become an elected Cllr for Loddon Parish Council open on the 17 March 2023, and close at 4.00pm, Tuesday 4 April 2023. Copies of the nomination forms will be available in the office and can also be downloaded via South Norfolk Council's (SNC) website. A leaflet advertising the election has been included within the next ChetContact. Parishioners can vote for their representatives on the 4 May 2023 at the Hollies (voters must bring ID). The pre-election period will commence on the 16 March 2023. Candidates must complete an expense form after the election even if the claim is nil. **Action:** RFO to investigate Cllr expenses.

7. To receive reports from County and District Councillors in attendance and Public Forum:

7.1 Report from District Councillor Jeremy Rowe (written by Jeremy Rowe) – Appendix A

7.2 Report from District/County Councillor Kay Mason Billig (written by Kay Mason Billig)
Cllr KB met with Halsbury Homes Ltd to discuss the proposed plans for the public open spaces, landscaping and road/footpaths surfacing. A plan detailing a play area for Aspen Close (near to the Saffron properties), a smaller play area accessed via Oak Avenue, and a larger play area on the green, will be sent to SNC for approval. The outstanding issues such as the drains need to be resolved by Halsbury Homes Ltd and Anglian Water.

Cllr KB recently met with the Norfolk County Council (NCC) Highways Engineer and Safety Scheme Officer. An agreement has been reached on two crossing points on Beccles Road should the application for 2021/2437 – 2021/2522 proceed. Hopkins Homes are reconsidering reallocating two of the attenuation basins to the southwest corner of the site. The 20mph zone will be moved further along Beccles Road and village gateways have been proposed. The pavement widths cannot be increased due to the existing narrow width of Beccles Road. Hopkins Homes are currently refusing to reinstate the buffer zone and relocate the play area. The proposed Play Area location is contrary to South Norfolk Council's (SNC) guidance relating to public open space.

SNC have obtained consent from the Broads Authority to reduce the height of the two Poplars located in the Staithe Car Park by 6 metres, and the car park will be closed for the works on the 13th of March 2023.

SNC are still waiting for permission from the Environment Agency to carry out the repairs to the footbridge at the Staithe. Funds remain available.

Bus stops on A146 are being investigated. Halsbury Homes Ltd have offered the land to enable this to happen, but the costs appear to be prohibitive. Cllr KM will continue to pursue this,

7.3 Public Forum

Two members of the public attended the meeting. One to discuss the planning application at the Terrace and the other to discuss the Alder Trees at Loddon Allotments. The Chairman offered to bring those items forward.

8. Reports from Council:

8.1 Chairman's Report

Nothing further to report.

8.2 Parish Councillors' Reports

Each Cllr was invited to give an update, but items were mostly covered on the agenda, however the first aid training that was offered to full Council was mentioned as a successful event.

8.3 Clerk's Report

The report is attached to the minutes as Appendix B.

8.4 Admin and Allotments Officer's Report

The report is attached to the minutes as Appendix C.

8.5 Parish Warden's Report

The report is attached to the minutes as Appendix D.

8.6 Data Protection Matters

Item deferred.

Item 10 and 13 was brought forward for the benefit of the parishioners present.

13. 2022/1995: 2 Church Plain, Loddon, NR14 6EX: Retention of existing cafe with proposed extension and alterations of existing building to provide six dwellings with associated landscape work.

The Council has previously objected to the application for the following reasons:

- The proposed plans overdevelop the area and are not in keeping with the conservation area.
- There is very little curtilage, no vehicle access, and no parking allocation which will impact on the availability of parking spaces for local amenities in the public car parks.
- The development would block the unique view of Holy Trinity Church from the High Street.
- The development will overbear the adjacent properties, including Holy Trinity Church. The property to the north will lose light as windows will be obstructed and the resident will lose privacy in their garden.
- There is no vehicle access to the rear of the property which will lead to highways obstructions and disturbance to the main route through the town during the build.
- A planning application (2020/0895) for a residential dwelling adjacent to the site was refused due to the incompatibility of a residential dwelling adjacent to the noise and odour from the Café.
- The proposed development would lead to an excessive impact on existing neighbouring occupants and the amenity of the area and offers a poor level of amenity for the new occupiers.

It was **resolved** to object further to the application as it was felt that NCC Highways had underestimated the parking issue in Loddon, as any additional parking on the High Street will cause further congestion. In addition, Church Plain Car Park is often full. LPC would also like the design to be in line with Loddon's Neighbourhood Plan approved design codes. **Action:** AAO.

As this is a contentious application, D-Cllr KB offered to call the application into SNC's Development Management Committee to ensure that the decision was not delegated to a SNC Planning Officer. **Action:** Cllr KB.

A member of the public commented that in addition to the issues mentioned, they would be impacted by disruption during the building works.

10. Alders at Loddon Allotments

The request from Loddon Community Allotment Society to remove the Alder Trees at Loddon Allotments was discussed at the January and February 2023 Parish Council meetings.

Consultee letters had been sent to the properties adjacent to the trees and two written and one verbal response had been received, with a combined offer of £400 towards to the £1000.00 cost of removal of three of the trees and stumps.

A member of the public, who has property nearby reinforced their view that the Alder trees had been planted in the wrong location. The Council had also received two objections to the removal of the Alder trees; the houses were constructed after the trees were planted, and that the trees had been planted to assist with the drainage of the Allotment site.

SNC's Tree Officer has previously informed LPC that any application to remove the trees would be met with a TPO placed on the Alders. Pollarding the trees would not be acceptable.

It was **resolved** that as the Loddon Community Allotment Society requested for these trees to be removed, they would need to submit a proposal/funding solution. LPC felt they could not progress this further at this time. **Action:** AAO.

9. Finance Report:

9.1 Accounts for Payment in Accordance with the Budget

The RFO presented the list of payments, and after review, it was **resolved** to approve this list of payments. **Action:** RFO.

Date	Payee	Item	Payment Method	Amount / £
09/02/2023	Lloyds Bank	Credit Card Jan 2023	DD	804.32
10/02/2023	Adept IT Solutions	IT Support	DD	31.20
13/02/2023	EE	Parish Clerk/office and Parish Warden mobiles	DD	54.73
13/02/2023	Plusnet	Staithe Wi-Fi	DD	25.60
19/02/2023	SSE Southern Electric	Streetlight electricity	DD	466.94
20/02/2023	Plusnet	Phone & Broadband	DD	32.92
28/02/2023	British Gas Lite	Office Electricity (note 1)	DD	389.26
08/03/2023	intY Ltd	3 x Office365 monthly	DD	33.84
08/03/2023	HM Revenue & Customs	Tax & NI - Mar 2023	300067	1,319.20
08/03/2023	Cozens	Streetlight maintenance Jan & Feb 2023	BACS	72.00
08/03/2023	Loddon Garden & DIY	Post and rail fence at Broadland Meadow FP15; Play Area and MUGA soil levelling off and seeding	BACS	1,267.99
08/03/2023	Adept IT Solutions	IT support	BACS	83.17
08/03/2023	Norfolk County Council	Qtr Office rent - 25/03/23-23/06/23	BACS	1,500.00
08/03/2023	CJ International Services	Data Protection and FOI services	BACS	480.00
08/03/2023	Collective Community Planning	Neighbourhood Plan Consultant's Fee	BACS	720.00
08/03/2023	Top2Bottom Cleaners	Cleaning Jan 2023	BACS	920.27
08/03/2023	South Norfolk Council	Dog Bin Emptying Annual Charge 2022-23	BACS	1,725.36
08/03/2023	Chet Contact Magazine	Election Flyer and Coronation Celebration Flyer printing and distribution	BACS	470.00
08/03/2023	BorderBus Ltd	Emergency First Aid at Work Course 27/02/23	BACS	550.80
08/03/2023	Bailey's of Norfolk	Topsoil for Play area and MUGA levelling	BACS	736.80
08/03/2023	Paul Solomon - LTC	USB ethernet adapter & City League entry fee x 2	BACS	46.99
08/03/2023	Viking	Stationery	BACS	141.13

08/03/2023	Jubilee Hall Management Committee	Electricity supply to tennis courts and floodlights	BACS	195.51
08/03/2023	LBPT	Meetings room hire	BACS	250.00
08/03/2023	Christian Day Ltd	4 self-watering planters	BACS	745.20
08/03/2023	Loddon Flower Club	Small Grant	BACS	100.00
08/03/2023	Salaries	March 2023	BACS	4,662.43
08/03/2023	E Curtis	Mileage	BACS	42.37
08/03/2023	G Hirst	Mileage	BACS	22.86
08/03/2023	J Leonard	Expenses and mileage	BACS	20.19
08/03/2023	P Leonard	Expenses and mileage	BACS	9.66
08/03/2023	C Petersen	Expenses and mileage	BACS	30.96
08/03/2023	Norfolk Pension Fund	Pensions - Mar 2023	BACS	1,762.70
Total Payments				19,714.40

9.2 Bank Reconciliation to 28 February 2023

The balance of Loddon Parish Council's bank accounts as of the 28 February 2023 was £297,950.37.

9.3 Bank Signatories

The RFO has circulated the signatory forms to Cllrs LM and JA.

9.4 Financial Risk Management

The Council reviewed and approved the Financial Risk Management. **Action:** AAO.

9.5 Report on expenditure on professional services on data related matters

The RFO informed the Council that expenditure relating to the data requests from the Complainant and associates to date totals £2,764.27.

9.6 Loddon & Chedgrave Playing Field Committee

As per LPC's Financial regulations, the RFO informed the Cllrs that it was **resolved** at the meeting on the 21 February 2023 that the L & C PFC would move to Unity Trust for online banking. **Action:** RFO.

9.7 Accounting Package

The Council considered three quotes for bespoke Parish Council accounting packages. It was **resolved** to adopt the software package Rialtas Alpha. **Action:** RFO.

9.8 Budget Allocation for the Coronation Celebration

It was **resolved** to allocate £500.00 towards the costs the Coronation Celebration event. SNC have also offered LPC a grant of £300 towards the event. **Action:** RFO

9.9 Small Grant Application from Loddon Flower Club

Cllr JA declared an interest in this item. It was **resolved** to approve the £100.00 request from Loddon Flower Club to cover the cost of purchasing flowers for their festival. **Action:** RFO. Cllr JA abstained.

9.10 Request from the Jubilee Hall for a contribution towards the Car Park White Lines

The Jubilee Hall Management Committee (JHMC) has asked LPC to consider contributing towards the cost of the application of thermoplastic lines to the car park. It was **resolved** to defer this request until it was confirmed whether the other landowner (Chedgrave Parish Council) had also received a similar request from JHMC. **Action:** JHMC.

9.11 Library Annexe Toilets and Kitchen Refurbishment

LPC has received consent from NCC, the Annexe's landlord to carry out the refurbishment to the toilets and kitchen. The proposed costs from NCC for a licence for the works are prohibitive and Cllr KB will investigate. LPC will need to apply for planning permission. **Action:** RFO/KB.

Two members of the public arrived at the meeting and the Chairman offered them the opportunity to speak.

The parishioners raised several concerns regarding the play areas, landscaping, replanting and replacement oak trees and reported that RGM have taken over the management of St George's Park. Cllr KB repeated the information given earlier during her report.

A parishioner also reported that the History Group and the Chet Medieval Replica Boat will not be attending the Coronation Celebration.

11.0 Council Representatives:

11.1 Representative to the Loddon & Chedgrave Playing Field Committee

Due to Cllr MW's resignation, it was necessary to appoint a L & C PFC representative. Cllr CB is currently the substitute member for the PFC. It was **resolved** to appoint Cllr CB to be the Council's L & C PFC representative. **Action:** Clerk.

11.2 Substitute Representative to the L & C PFC

It was **resolved** to appoint Cllr JP to be the Council's substitute L & C PFC representative, to attend the meetings if either of LPC's representatives sent apologies. **Action:** Clerk.

11.3 Appoint a Cllr to the Personnel Committee

It was **resolved** to appoint Cllr JA to the Personnel Committee. **Action:** Clerk.

12. Governance:

12.1 Access To Information Policy: It was **resolved** to adopt the amended Access to Information Policy. **Action:** Clerk.

13. Planning:

13.1 Planning Applications from South Norfolk Council: Please refer to the Planning Report (Appendix F).

- **2022/1995** – *please refer to item discussed earlier in the meeting.*
- **2021/2437 – 2021/2522** – No further comments to be made. The application will be determined after the 4 May 2023.

13.2 Decisions on Planning Applications from South Norfolk Council: Please refer to the Planning Report (Appendix F).

13.3 Planning Applications from the Broads Authority: Please refer to the Planning Report (Appendix F).

13.4 Planning Decisions from The Broads Authority: Please refer to the Planning Report (Appendix F).

14. Highways:

Speed Awareness Message (Sam2)

The Sam2 reports had been previously circulated to Council. The Sam 2 is currently positioned on George Lane. The brackets on High Bungay Road were recently damaged, it is assumed it was hit by a high sided vehicle. The RFO has ordered two additional brackets for the Beccles Road 20mph zone.

Thanks to the Council volunteer and Cllr Morris for relocating the Sam2 on a four-weekly basis.

15. Chet Neighbourhood Plan (NP):

15.1 The following motion was proposed by email by Cllr JH:

LPC are requested to approve the first draft of the Neighbourhood Plan so that it can be passed to the local planning authorities for comment and environmental screening determination.

Cllr CB gave an update on the NP and the Council **resolved** to approve the first draft. **Action:** RFO. Cllr AW abstained.

15.2 Steering Group Minutes

The minutes of the Steering Group were circulated to Council for their information and are available to view on the [Chet NP website](#).

16. Events Committee Update:

16.1 Minutes of the meeting

The minutes of the Events Committee meeting were circulated to Council for their information.

16.2 Coronation Celebration – 7 May 2023

Cllr LM gave an update on the upcoming Coronation celebration to be held on Sunday 7 May 2023, 1.00 – 5.00pm.

Church Plain

There will be live music and food stalls (donuts, milkshakes and crepes) with bunting decorating Church Plain.

Hollies Front Hall

Circus Workshop - max of 20 kids at a time (excl parents), but entrance will be manned to allow one in, one out.

Hollies Rear Hall (utilising the car park as well if good weather) – balloon modelling, bubble machine, face painting, lolly stall, games and refreshments for children.

Staithe Car Park

A fun bus has been booked. Coffee stall and ice creams have been booked.

Stalls St John's Chapel has been booked for stalls. Holy Trinity has confirmed it will have an 'open house'.

Marketing & Advertising

A double-sided leaflet has been inserted into the Chet Contact and sent to local schools for inclusion in their newsletters. The raffle tickets have been designed. We have a card machine to assist with the purchase of raffle tickets. We will need people to man the raffle ticket stall outside the Co-op for 1-hour slots, on Saturday 22nd and 29th of April 2023.

3 x roadside banners have been ordered.

Logistics/Health & Safety Parking

Hobart Sports Hall and the Chet Valley Medical practice have offered their car parks. First Aid quotes are being sought, and 9 members of LPC are now first aid trained. All the relevant authorities have been advised of the event and a music and raffle license obtained. LPC staff are DBS checked. 2 x marshals have been booked to assist with the closure of Church Plain.

Church Plain Planting Group

Cllr JA has organised a volunteer day on the 18 March 2023, 10.00am – 12.30pm and would love people to come along to help (bring gloves and tools). The plan is to remove the old soil, replace the soil, turf and replant. New planters have been proposed and will be purchased using LPC's proceeds from the Jubilee fete.

16.3 Cancellation of the proposed fete to be held on the 10 June 2023

Due to the upcoming Coronation Celebration, LPC is unable to hold the proposed fete on the Playing Field on the 10 June 2023, therefore it was **resolved** to cancel the event. **Action:** AAO to inform the Jubilee Hall that the Jubilee Hall will not be required.

17. Jubilee Hall Management Committee (JHMC):

Cllr CB gave an update on the recent issues that the JHMC have had with the LUFC traffic parking in their Car Park. The JHMC will provide LUFC with dates of when they are heavily booked so that the LUFC can arrange alternative parking in Loddon.

18. Loddon & Chedgrave Playing Field Committee (L & C PFC):

The draft minutes for the meeting for the 21 February 2023 had been previously circulated to Cllrs.

Cllr CB gave an update on the planned improvements to the facilities at Loddon Tennis Club which include a new surface and new LED floodlights, both to be funded from the ear marked reserves. The Tennis Club has also just won LTA Norfolk Club of the Year.

A separate meeting has been organised for the 28 March 2023, 7.00pm at the Hollies to discuss pitch agreement and fees with LUFC. The Clerk has drafted an agreement for the pitch hire.

19. Emergency Plan Working Party:

Cllr LM gave an update in Cllr AM's absence. Cllrs JP, LM and AM recently met to define the expectations for Emergency Wardens, Cllr JP will draft a request for volunteers as a further nine volunteers will be required for the scheme. **Action:** Cllrs AM, JP, LM.

20. Community Larder:

The locker has been received today which will assist with the storage/distribution of food by the volunteers over future weekends. The larder received a large donation from Old Hall Farm Shop (Woodton) today. There is a volunteer meeting on the 21 March 2023 2.00pm in Loddon Library.

21. Correspondence:

All correspondence had been previously circulated to Cllrs and a general discussion was held.

- The business operating on the Old Hockey Field - LPC as landowner has not given the business permission to operate. Add to the next agenda. **Action:** Clerk.
- Environment Agency. **Action:** AAO to request a map of where the work will take place.
- Renovation of the Hollies – **Action:** Clerk to reply with suggestion that they liaise with Geldeston Village Hall and investigate lottery funding. A discussion was had over the future of the building and more information relating to the consultant assisting them was requested. **Action:** Clerk.
- Slow Lanes – Cllr JS suggested this was duplication of existing Rights of Way and less applicable for rural areas than urban.
- Platinum Jubilee Trail – Cllr KB reported that the Jubilee trail signs will be installed in April 2023 and the Clerk requested leaflets. **Action:** Cllr KB.

- Litter Pick – the council will go ahead with the annual event and the date was agreed. (11 June 2023). Cllr KB to lead the event. **Action:** Cllr KB/AAO.

22. Items for a future agenda:

- The Old Hockey Field Terms of Hire
- Byelaw restricting alcohol consumption at Loddon Staithe
- Review of the areas that B – Line/SNC have as wildflower areas
- Business operation on the Old Hockey Field
- Hollies Renovation
- Code of Conduct

23. Annual Parish Council Meeting

The Council **resolved** to amend the date of the meeting to the 17 May 2023 due to the upcoming elections. **Action:** AAO.

24. Annual Parish Meeting

It was resolved to keep the usual arrangements and have both LPC's meeting and the Parish meeting on the same evening, 12 April 2023. **Action:** Clerk/Cllr KB.

23. Next meeting date:

The next Parish Council meeting will be on Wednesday 12 April 2023 at 7.00pm. (Agenda items to Clerk by 5 April 2023).

The meeting ended at 21.18pm.

Appendix A - Report from District Councillor Jeremy Rowe (written by Jeremy Rowe)

Our next ChetChat project will be the cards, daffodils and Easter eggs that go out in April. Please let me know if you'd like to nominate someone over-60 to receive them.

As ever, our ChetChat group volunteers are always on hand, aimed at helping and supporting our over-60s friends and neighbours. If you ever need any help give us a ring on 07944 858929.

As well as my regular surgeries in the library, please ring me anytime on 07733323581 if I can help you.

Councillor Jeremy Rowe

Appendix B – Clerk's Report

Office

The Clerk, AAO, PW and RFO have taken annual leave during the last month.

A flyer, advertising the upcoming local election has been designed and sent to the ChetContact for insertion in the next edition.

Level 3 First Aid training at the Hollies was successfully delivered on the 27 February 2023 to nine attendees.

DBS checks have been completed for the PW, AAO, Clerk and RFO.

PC James King is organising a cycle marking event which will be held in front of the Co-Op in the near future.

The repairs to the surface of the MUGA and Play area have been completed by Loddon Garden & DIY.

CCTV of the skate park and the Kitten's Lane Play Area have been provided to the Police to assist with their investigations. The Police retrieved LPC's footage from the Jubilee Hall CCTV hard drive. South Norfolk Police have visited the office on two occasions as they are concerned about the whereabouts of a young man who has been committing offences locally.

South Norfolk Council (SNC) have obtained consent from the Broads Authority to reduce the height of the two Poplars by 6 metres on the 13th of March 2023 in the Staithe Car Park. LPC has displayed and advertised the car park closure on social media on behalf of SNC.

Coronation Celebration

The Events Committee meeting was held on the 22 February 2023 and the office has been assisting the Committee with the organisation of the Coronation Celebration planned for the 7 May 2023 and the planting of Church Plain flower beds.

A double-sided flyer for the Coronation Celebration/dressing up of Loddon has been sent to the ChetContact for insertion in the next edition.

Loddon & Chedgrave Playing Field Committee/Tennis Club

The L & C PFC meeting was held on the 21 February 2023, and the PFC has formed a Tennis Club Subcommittee to delegate the running of the club to the members.

The Clerk attended the Norfolk LTA awards ceremony at Eaton College, as Loddon Tennis Club received the prestigious accolade of Tennis Club of the Year and now has 108 members.

On the 7 March 2023, the Clerk met with the LTA Safeguarding Officer and coach to discuss the club's existing safeguarding arrangements and were found to be compliant.

Appendix C – Admin and Allotments Officer's Report

The tenant who is completing a conservation degree has completed his Management Plan (circulated to Council).

I continue to receive completed forms and payments back. Another plot has recently become available, and I will begin the process of allocating it to move this forward as quickly as possible.

I have continued to support the Events Committee by circulating paperwork and attending meetings as required. I have secured the permissions to close both Church Plain & The Staithe car parks, applied for the necessary TEN licence, booked the venues.

Appendix D – Parish Warden’s Report

Key activities since February Council meeting:

- Facilitated contracted works for:
 - Installation of ‘safety’ fence on FP15 alongside Broadlands Play park
 - Resurfacing on MUGA and Kitten Lane Play Park (Topsoil/ re-seeding)
- Responded to the following Parishioner concerns/reports:
 - Litter bin on Leman Grove broken off mounting- Investigated and reported to SNC
 - Tree maintenance at Pyes Mill- Minor works completed with approval of SNC
- Cut metal pole and reduced height of dog waste Bin on FP15 (H&S request from SNC Bin collection Operatives)
- Reported defective FP15 Finger sign to NCC Highways
- Installed replacement litter bin at top of Loddon & Chedgrave Playing Field adjacent to play area
- Installed new litter bin on Finger post adjacent to Farthing Green
- Installed new litter bin on Public open space at Cannell Road
- Repaired failed chains, and replaced worn Safety bolts, on Basket swing at Kittens Lane playground (Identified through weekly inspection)
- Removed ‘No Dogs’ signs from Hockey field
- Posted notices at Staithe car park advising of 13th March closure for tree work
- Posted ‘Clear up after your dog’ notices at bagged dog waste hotspots on FP12 and path past Fire Station
- Conducted minor works to reduce Macerator vibration problems at toilets
- Recycling bay at Jubilee Hall cleared and swept
- Routine weekly inspections of:
 - Kittens Lane Playground and Skate Park
 - Broadlands Playgrounds and Public open space
 - Tennis courts
 - Parish trees
 - War Memorial
- Weekly Litter picking; Hockey field, Jubilee field and car park, and Skate Park
- Legionella flushing and temperature control readings completed
- Monthly Fire Safety, Emergency lighting, and CO Monitor checks complete
- All CCTV Cameras cleaned
- Monthly water and electricity meter readings taken
- Inspected Footpaths; 8,9,10,11,14 & 15
- Monthly Inspection and Litter pick of Pyes Mill picnic area
- Walked FP15 to A146 cutting brambles back at pinch points
- Tennis courts inspected and swept

Appendix E – Data Protection Matters

Deferred.

Appendix F - Planning Report

App Number	App Type	Address	Proposal	Application/Decision	Decision	Date of Decision
2023/0233	Householder	29 Old Market Green Loddon Norfolk NR14 6QG	First floor extension and front porch.	A		
2023/0307	Works to trees in Conservation Area	7-9 Church Plain Loddon Norfolk NR14 6LX	Acer - The proposed works are to reduce the regrowth back to previous pruning points and to remove any epicormic growth in the middle of the tree to allow light to pass through the tree.	A		
2023/0348	Works to trees in Conservation Area	25 High Bungay Road Loddon Norfolk NR14 6JS	T1 Oak - crown lift over neighbouring property and highway to 5m, reduce northern canopy from 8m to 7m, remove major deadwood T2 Beech - remove rubbing branches where not likely to fuse, remove major deadwood T3 Cherry - crown lift over the highway to 5m, reduce away from the adjacent monkey puzzle to provide 1m of clearance T4 Oak - remove major deadwood T5 & T6 Scots Pines - clear the telephone line by 0.5m	A		
2022/1383	Listed Building Consent	Farthing Green House 1 Beccles Road Loddon Norfolk NR14 6LT	Change of use to convert existing business offices to three self contained short term holiday lets (creation of mixed use of residential and holiday lets)	D	Approval with Conditions (Delegated)	13/02/2023
2023/0124	Works to TPO trees	25 Beccles Road Loddon Norfolk NR14 6JQ	T1) Copper Beech - reduce lower laterals by 2-3m to suitable growth points, 10% thin of internal canopy, removing any crossing or rubbing branches which are not fused.	D	Approval with Conditions (Delegated)	14/02/2023
BA/2023/0059/TCAA	Works to Trees In a Conservation Area	The Staithe Car Park , Bridge Street, Loddon, Norfolk	T1&2: Poplar - height reduction to previous pollard points (an approximately 6m reduction)	D	Approved	07/03/2023