

LODDON & CHEDGRAVE PLAYING FIELD COMMITTEE

C/O Loddon Parish Council: The Library Annexe,
Church Plain, Loddon, Norfolk, NR14 6EX
Tel: 01508 522020 | Email: PFCCommittee@loddonpc.org.uk

Dear Members, you are summoned to attend the meeting of the Loddon & Chedgrave Playing Field Committee, to be held in the Hollies Rear Hall on the 21 June 2023 at 7.00pm.

Members of the public are welcome to attend in person and will be provided with an opportunity for public participation under *Public Forum*.

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

Signed: Emily Curtis (Clerk)

Dated: 16 June 2023

AGENDA

1. **Elect a Chairman**
2. **Elect a Vice Chairman**
3. **Welcome and meeting etiquette (and to note if anyone wishes to record the meeting)**
4. **To receive and consider apologies for absence and consider accepting them**
5. **To receive any Declarations of Interest for items on the agenda and to consider any requests for dispensations**
6. **To consider the L & C PFC representatives (including substitute representatives and appointment of LUFC Junior representative)**
Loddon Parish Council (plus substitute)
Chedgrave Parish Council (plus substitute)
Loddon United Football Club Adults
Loddon United Football Club Juniors
Jubilee Hall Management Committee
Loddon Tennis Club
7. **To approve as a correct record, the minutes of the meeting held on the 21 February 2023**
8. **To receive an update on matters arising from previous minutes (not on this agenda)**
8.1: 'Green Bean Machine' business operating on the Playing Field
9. **Public forum**
10. **Reports from Representatives (on items not on this agenda)**
10.1: JHMC
10.2: LUFC Adults
10.3: LUFC Juniors
10.4: CPC
10.5: LPC
10.6: Tennis Club Subcommittee

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11. Finance Report

- 11.1: To receive the Financial statement to 31 March 2023
- 11.2: To receive the Financial statement to 31 May 2023
- 11.3: To receive the Financial statement for the Tennis Club Subcommittee
- 11.4: To note for information the L & C PFC Accounting Statement 2022-23 for the Annual Audit of the joint Committee
- 11.5: To approve accounts for payment in accordance with the Budget (list tabled)
- 11.6: To receive an update on grant applications
- 11.7: To receive an update on the transition to online banking
- 11.8: To review the current signatories and consider appointing additional signatories
- 11.9: To confirm the Committees arrangements for insurance
- 11.10: To review the Asset Register

12. Governance

- 12.1 – To note that LPC has adopted LGA Code of Conduct
- 12.2 – To note the Committees policies and Clerk's Delegated Powers
- 12.3 – To note the CCTV agreements and ensure that CCTV policies have been adopted

13. Loddon & Chedgrave Playing Field

- 13.1: To consider requests to hire the Playing Field
- 13.2: To consider the installation of ball stop fencing

14. Loddon Tennis Club Subcommittee

- 14.1: To receive for information the minutes of the Subcommittee meetings
- 14.2: To consider appointing James Preston, Rik Balfour, Jenny Pulfur, Jessie Powell, Miles Wilson, Rob Atkinson and Jamie Curtis to the tennis club Subcommittee
- 14.3: To receive an update on the clubhouse installation, resurfacing of courts and hitting wall
- 14.4: 5 Year Fixed Wiring Test at the Jubilee Hall
- 14.5: To receive and consider LED floodlight quotes
- 14.6: To receive and consider quotes for a leaf blower
- 14.7: To consider a request from the Tennis Club Subcommittee for an additional CCTV camera and access to the existing camera overlooking the courts

15. Loddon United Football Club

- 15.1: To receive for information the adults and junior financial accounts 2022-23
- 15.2: To review and sign the pitch hire agreements for the Adult and Junior teams
- 15.3: To receive an update on the repairs/removal of the storage container
- 15.4: To receive confirmation that the LUFC are the custodians of the Jubilee Hall defibrillator and receive the inspection/maintenance schedule of the defibrillator

16. Jubilee Hall Management Committee

- 16.1: To receive an update on the repairs/removal of the storage container

17. Correspondence

18. Items for a future agenda

19. 2023 meeting Dates

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26 September (2024-25 Budget)