

Dear Councillors, you are summoned to attend the meeting of Loddon Town Council, to be held in the Hollies Rear Hall on Wednesday 14 February 2024 at 7.00pm.

Members of the public are welcome to attend in person and will be provided 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* (Town Clerk)

**Dated:** 8 February 2024

## AGENDA

1. **Welcome and Meeting etiquette (note if anyone wishes to record the meeting)**
2. **To receive and consider apologies for absence and consider accepting them**
3. **To receive any Declarations of Interest for items on the agenda and to consider any requests for dispensations**
4. **To approve as a correct record, the Minutes of the meeting held on the 10 January 2024**
5. **To receive an update on matters arising from previous meetings (not on this agenda)**
  - 5.1: The Old School Noticeboard
  - 5.2: Skate Park repairs
  - 5.3: Norfolk Net Zero – meeting – 20 March 7.30pm
  - 5.4: Old Hockey Field Ditch
  - 5.5: Farthing Green benches
  - 5.6: Library Annexe renovations
  - 5.7: Freedom of Loddon (May 2024)
  - 5.8: Transfer of Saffron Land adjacent to Crossways Terrace
  - 5.9: Transfer of the Staithe Toilets
  - 5.10 Staithe and Staithe Footbridge
6. **Public Forum**
  - 6.1: County/District Councillor Kay Mason Billig
  - 6.2: District Councillor Jeremy Rowe
  - 6.3: Public Forum
7. **To receive reports from Council (for information only and previously circulated)**
  - 7.1: Chairman's Report
  - 7.2: Councillors' Reports (including Outside Representative Roles)
  - 7.3: Clerk's Report
  - 7.4: Administration and Allotment Officer's Report
  - 7.5: Parish Warden's Report
  - 7.6: Data Protection Matters
8. **To receive the finance report from the Responsible Finance Officer**
  - 8.1: To receive the Bank Reconciliation to 31 January 2024
  - 8.2: To approve accounts for payment in accordance with the Budget (list tabled)
  - 8.3: To receive a report on the expenditure on the professional service to assist the Council with Freedom of Information requests and related matters

- 8.4: To consider applying for borrowing approval for the Norfolk LTA floodlight loan
- 8.5: To consider the updated Investment Policy
- 8.6: To consider implementing an Investment Strategy
- 8.7: To consider the 2024-27 Grounds Maintenance Contract
- 8.8: To consider the 2024-27 Cleaning Contract
- 8.9: To ratify the decision to proceed with the Kitten Lane Play Area repairs
- 8.10 To consider a Small Grant Application from the Charity Shop in Aid of Parkinsons
- 8.11 To consider a Small Grant Application from the Royal British Legion Loddon branch
- 8.12 To consider a Small Grant Application from the Chet Contact magazine
- 8.13 To receive an update from SN Council regarding Community Infrastructure Levy

**9. Planning** *(Please see the Planning Schedule (attached to the minutes) for all applications)*

**9.1: To consider a response to planning applications received from SN Council**

- 2023/3506: Outline planning permission for up to 85 dwellings, creation of new vehicle access, public open space, associated infrastructure and landscaping. with all matters reserved except for access. Location: Land North of Beccles Road, Loddon.

**9.2: To note decisions on planning applications by South Norfolk Council**

**9.3: To consider planning applications received from Broads Authority**

**9.4: To note decisions on planning applications by Broads Authority**

**10. Public Open Space, Assets and Highways**

- 10.1: To consider the future of the Terrace
- 10.2: To consider the future of the Hollies
- 10.3: To consider planting trees on South Norfolk Council land
- 10.4: To consider the S106 requirements for offsite Public Open Space
- 10.5: To consider the proposed bus stop design for Church Plain
- 10.6: To receive the Sam2 reports for information

**11. Governance**

- 11.1: To consider the draft Biodiversity Policy
- 11.2: To ratify the revised L & C Playing Field Committee Joint Terms of Reference
- 11.3: To review the amended Access to Information Policy
- 11.4: To review the amended Privacy Statement

**12. To receive updates from:**

- 12.1: Personnel Committee
- 12: Events Committee
- 12.3: Loddon & Chedgrave Playing Field Committee
- 12.4: Chet Neighbourhood Plan Steering Group
- 12.5: Love Loddon Community Group
- 12.6: Community Larder
- 12.7: Jubilee Hall Management Committee

**13. To consider correspondence received and determine a response if required**

**14. To consider any items for a future agenda**

**15. Date of next meeting:** The next full Council meeting will be held on Wednesday 13 March 24 at 7.00pm, held in the Hollies Rear Hall. (Agenda items to Clerk by the 6 March 24).

**16. Exclusion of public and press:** To consider excluding members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 Schedule 12A ss 1) & 2)

**17. To consider the amendments Birketts LLP have suggested for the Unreasonably persistent and / or vexatious contact or complaints / complainants Policy**

**18. To receive and consider a report on data requests and agree any necessary action**