

Dear Councillors, you are summoned to attend the meeting of Loddon Parish Council, to be held in the Hollies Rear Hall on Wednesday 12 April 2023 at 7.30pm.

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* (Parish Clerk)

Dated: 30 March 2023

AGENDA

1. **Welcome and Meeting etiquette (and to 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 8 March 2023**
5. **To receive an update on matters arising from previous meetings (not on this agenda)**
 - 5.1: May 2023 Local Elections
 - 5.2: To note the Old Hockey Field Land Registry documents have been received
 - 5.3: Alder Trees at Loddon Allotment Gardens
 - 5.4: S106 discussion with SNC
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: Parish 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 review and approve the annual accounts 2022-2023
 - 8.2: To approve accounts for payment in accordance with the Budget
 - 8.3: To receive the Bank Reconciliation to 31 March 2023

- 8.4: To receive the Quarter 4 budget monitoring report
- 8.5: To receive an update on the Internal Audit and Annual Governance and Accountability Return
- 8.6: To review the Statement of Internal Control
- 8.7: To receive a report on the expenditure on the professional service to assist the Council with Freedom of Information requests and related matters
- 8.8: To consider quotes for a three-door noticeboard, to advertise the Library, Community Gym and Parish Council
- 8.9: To consider quotes for required Kitten's Lane Play Area repairs
- 8.10: To consider a small grant application from Loddon Swan Bowling Club
- 8.11: To agree an annual grant to the JHMC to assist with car park maintenance and consider a request from the Jubilee Hall for a contribution towards re-painting the car park lines
- 8.12: To receive an update on the Library Annexe kitchen and toilet refurbishment plans

9. The Old Hockey Field

- 9.1: To consider the draft hire terms for the Old Hockey Field
- 9.2: To consider the LUFC Adults and LUFC Juniors use of the Old Hockey Field and agree terms
- 9.3: To consider giving permission to the business that is operating on the Old Hockey Field

10. Governance

- 10.1: To review LPC's Data Protection Policy
- 10.2: To consider adopting the revised Code of Conduct

11. To consider implementing a bye law restricting alcohol consumption at Loddon Staithe

12. Planning *(all applications are listed on LPC's Planning Schedule which is attached to the minutes and agenda)*

12.1: To consider a response to planning applications received from South Norfolk Council;

- 2021/2522 (Duplicate Application of 2021/2437):

12.2: To note decisions on planning applications by South Norfolk Council

12.3: To note planning applications received from Broads Authority

12.4: To note decisions on planning applications by Broads Authority

13. To receive highways information and agree any necessary action

- 13.1: To receive a report on the speed awareness message (Sam2)
- 13.2: To note the approval of the Parish partnership Bids: Footpath 15, and Footpath Sale Court
- 13.3: To consider a response to the consultation on Beccles Road to Mill Road Footpath

14. To receive an update on the Chet Neighbourhood Plan Steering Group

- 14.1: To consider the recent consultation on the Landowner Consultation Documents and consider the allocation of green spaces
- 14.2: To receive for information the minutes from the Steering Group meetings

15. To receive an update from the Events Committee

- 15.1: To receive for information the minutes from the meeting held on the 22 March 2023
- 15.2: To receive an update on the events committee, including the task group formed to improve the flower beds on Church Plain

- 16. To receive an update on the Jubilee Hall Management Committee**
- 17. To receive an update from the Loddon & Chedgrave Playing Field Committee**
- 18. To receive for information the minutes of the Personnel Meeting held on the 29 March 2023**
- 19. To receive an update on the Emergency Plan Working Party**
- 20. To receive an update on the Community Larder**
- 21. To consider correspondence received and determine a response if required**
- 22. To consider any items for a future agenda**
- 23. 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)**
- 24. To consider who will receive the 2023 Freedom of Loddon Award**
- 25. Date of next meeting:** The Annual Parish Council will be held on Wednesday 17 May 2023 at 7.00pm, held in the Hollies Rear Hall. (Agenda items to Clerk by the 10 May 2023).