



Loddon Parish Council

The Library Annexe | Church Plain | Loddon | NR14 6EX

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Dear Councillors, you are summoned to attend the meeting of Loddon Parish Council, to be held in the Library Annexe Rear Hall on Wednesday 08 December 2021 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* (Parish Clerk)

Dated: 02 December 2021

AGENDA

1. **Welcome**
2. **Meeting etiquette and to note if anyone wishes to record the meeting**
3. **To receive any apologies for absence and consider accepting them**
4. **To receive declarations of interest for items on the agenda and to consider any requests for dispensations**
5. **To approve as a correct record, the Minutes of the meeting held on the 10 November 2021**

6. **To receive an update on matters arising from previous meetings (not on this agenda)**
 - 6.1: Norfolk County Council Cycle Parking
 - 6.2: Victorian Evening
 - 6.3: Pandemic Plaque Presentation by Deputy Lieutenant Rev Matthew Hutton
 - 6.4: Electrical cabinets on Church Plain and The Staithe
 - 6.5: Retirement gift and presentation for Litter Picker and Play Area Inspector

7. **Public Forum**
 - 7.1: County/District Councillor Kay Mason-Billig
 - 7.2: District Councillor Jeremy Rowe
 - 7.3: Public Forum

8. **To receive reports from Council (for information only and previously circulated)**
 - 8.1: Chairman's Report
 - 8.2: Parish Councillors' Reports (including Outside Representative Roles and Wardens)
 - 8.3: Clerk's Report
 - 8.4: Administration and Allotment Officer's Report

9. **To receive a report from the Responsible Finance Officer**
 - 9.1: To approve accounts for payment in accordance with the Budget (list tabled)
 - 9.2: To receive the Bank Reconciliation to 30 November 2021
 - 9.3: To Consider the Draft Budget 2022/2023
 - 9.4: To Consider the Precept
 - 9.5: To note the ICO annual renewal direct debit at £35

- 9.6: To review the Financial Risk Management
- 9.7: To consider renewing the emergency phone line
- 9.8: To consider a replacement shed at Loddon Allotments

10. To receive a Covid-19 update and to consider any necessary precautions required

11. To set a date for a formal complaint hearing

12. To consider the revisions to the Allotment Terms

13. To consider a location for the Pandemic Plaque to be displayed

14. To consider the Parish Tree Survey Report and any necessary work

15. To receive an update on the Remembrance Sunday Parade (14 November 2021)

16. To receive an update on the Christmas Light Display and to request a volunteer to assist with delivery of the power supply thank you gifts

17. To receive an update on the Broadland Meadow Public Open Space Adoption

18. Governance:

- 18.1: To review the existing Data Protection Policy
- 18.2: To review the existing Equal Opportunities Policy

19. To receive a report from the Playing Field Committee Representatives

20. To receive a report from the Neighbourhood Plan Working Party

- 20.1: To consider the Terms of Reference for the Neighbourhood Plan Joint Committee
- 20.2: To consider the Memorandum of Understanding

21. To receive a report from the Building Refurbishment Working Party

- 21.1: To consider quotes for replacement automatic locking steel doors at the Staithe Toilets

22. Planning

22.1: To receive a report from the Planning Working Party

22.2: To consider planning applications received from South Norfolk Council: *Please refer to the Planning Schedule published on the LPC website.*

- To consider any applications received after the agenda has been published.
- **2021/2437:** Outline planning permission for the erection of 9 self-build dwellings with all matters reserved except access. Full planning permission for the erection of 171 dwellings with access, parking, open space and landscaping. Location: Land East of Beccles Road, Loddon.
- **2021/2438:** Temporary Change of Use of the land for 5 years, to retail and storage of motor vehicles, including associated car parking and additional site compound with temporary site office and erection of security fencing. Location: Land at Junction of A146 Beccles Road, Loddon.

22.3: To note decisions on planning applications by South Norfolk Council: *Please refer to the Planning Schedule published on the LPC website.*

22.4: To note planning applications received from Broads Authority: None

22.5: To note decisions on planning applications by Broads Authority: None

23. To receive highways information and agree any necessary action

23.1: To receive a report on the speed awareness message (Sam2)

23.2: Temporary traffic restrictions in the Parish of Loddon - construction of a new roundabout- Ref STRO5916. Norfolk County Council proposes to make a Temporary Traffic Order affecting the 1) A146 Loddon Bypass from its junction with C395 Bungay Road for 2700m north-westwards; 2) C203 Mundham Road from its junction with A146 Loddon Bypass for 413m south-westwards; and 3) C203 George Lane from its junction with A146 Loddon Bypass for 32m north-eastwards; in the parish of Loddon because of safety reasons during the construction of a new roundabout. No person using the said roads 1) 2) and 3) shall drive a motor vehicle on any affected length of the road at a speed exceeding that denoted by the temporary speed limit signs displayed in accordance with Diagram 670 from 1st December 2021 to 31st March 2022 for the duration of the works, expected to be about 120 days within the period.

24. To consider correspondence and determine a response if required

24.1: Climate Emergency poster

24.2: Victorian Evening

24.3: Broads Authority/MOP

24.4: Broads Authority Settlements and services

24.5: SNC St George's Day

24.6: Broads Authority Marketing and Viability Guide

24.7: GNLP Local Plan Examination

24.8: To consider correspondence received after the agenda has been published

25. Working Parties

25.1: To consider forming an Events Working Party

25.2: To consider Terms of Reference for Building Refurbishment Working Party

25.3: To consider the membership of the Working Parties

26. To consider any items for a future agenda

27. 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)

28. To receive an update on the Parish Warden role recruitment

29. To receive an update on the Neighbourhood Plan Project Administrator recruitment

30. Date of next meeting: The next meeting of the Parish Council will be Wednesday 12 January 2022 at 7.00pm. (Agenda items to Clerk by the 04 January 2022.)