
Minutes of the Meeting of Loddon Parish Council (LPC) held on Tuesday 27 September 2022, 7.00pm in the Hollies Rear Hall.

Present: Cllr Kay Mason Billig (KB) - Chairman, Cllr June Strickland (JS) - Vice-Chairman, Cllr Jane Hale (JH), Cllr Colin Binfield (CB), Cllr Julie Appleby (JA), Cllr Jessie Powell (JP). Cllr Liz Marsham (LM), Cllr Alan Wildman (AW) and Cllr Arthur Morris (AM).

In Attendance: Emily Curtis (Parish Clerk), Jo Leonard (Administration and Allotment Officer, AAO), Georgina Hirst (Responsible Financial Officer, RFO) and eight members of the public.

A minute's silence was held in memory of Her Majesty Queen Elizabeth II who died on the 08 September 2022.

Absent: Cllr Margaret Wallace (MW).

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 Daniel Scott (DS) as he had family commitments.

3. **Declarations of Interest and Requests for Dispensations:** Cllrs CB and JA both declared a non-pecuniary interest in item 14 – Planning.

4. **To Approve the Minutes of the Meeting Held on the 13 July 2022:**

Minutes of the meeting held on the 13 July 2022 were approved as a correct record of the meeting.

5. **Matters Arising:**

5.1 **Staithe Toilet Doors**

Healthmatic have completed the installation of the steel automatic timer doors. The handover meeting is due to take place on the 28 September 2022. Snagging will be addressed by the contract administrator.

5.2 **Staithe Free Public Internet**

Adept IT were instructed to create the walled garden and the router has been installed. There appears to be some teething issues with the system and the Clerk will ask Adept IT to resolve them as soon as possible.

5.3 **First Aid Training Date**

The revised date for the first aid training is Monday the 28 November 2022, 9.00am – 3.30pm at the Hollies. All Cllrs have been invited to attend and all twelve places have been filled.

5.4 **Jubilee Hall Car Park Proposal**

The Jubilee Hall Management Committee have sought quotes for repairs to the Car Park. Quotes have been received but no proposal proffered. **Action:** Clerk to liaise with Chedgrave Parish Council and the Jubilee Hall Management Committee to organise another meeting.

5.5 War Memorial Ramp

The installation of the ramp has been completed by SNC's contractor. LPC has been invoiced for their contribution of £1,400.00 and thanks have been sent to SNC for completing the work before the Remembrance Parade.

5.6 Remembrance Parade

The date for the Remembrance Parade is Sunday the 13 November 2022. The AAO has applied for the road closure and has received approval from SNC to close Church Plain Car Park. Two marshals have been employed to assist the stewards. Cllr JA offered to assist the event. Further volunteers will be required. **Action:** AAO.

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

6.1 Report from District Councillor Jeremy Rowe (written by Jeremy Rowe)

As mentioned last month, please let me know if you might be interested in becoming one of the team of community wardens, who will have a very important role to play if an emergency does occur; with events like extreme weather conditions happening more often, I think this team will do very important work.

All District Councillors have a members' grant of £1000 for local causes – I still have some of this year's grant left, so please let me know if part of this could help your group. As always, if you, or someone over-60 that you know, would like some help and maybe just some friendship, please phone ChetChat. Our new number is 07944 858929 if you, or someone you know, might need something.

I'm delighted to confirm that my next surgery will be 2-3pm Saturday 8 October in Loddon library: please drop in if I can help with anything, or just to say hello!

Please ring me anytime on 07733323581 if I can help you, as many people do.

6.2 Report from District/County Councillor Kay Mason-Billig

Cllr KB reported that there had been a report on social media that the permissive footpath from the Marina to Pyes Mill had been closed. However, the footpath was not closed. The Marina Campsite has recently completed several improvements and applied for a Certificate of Lawfulness from the Broads Authority. Both Cllrs CB and JH confirmed that the campsite had been operating for 30 years and the Council **resolved** to respond should they be asked to confirm how long the campsite had been in operation.

South Norfolk Council is liaising with the Environment Agency regarding obtaining a license for the repair work to be undertaken on the bridge. Anglian Water have installed their liners to their pipes. The Willow Tree on the island is causing an obstruction on the Bridge Street pavement and the owner of that land has not been located as the land is unregistered. Neither the Broads Authority or South Norfolk Council believe the tree is within their remit. D Cllr KB has requested that Norse quote for the work as it may be possible for the costs to be covered by her Member's budget.

Cllr KB reported that the police have issued Community Protection Warnings to the individuals causing the recent anti-social behaviour at the Staithe.

Three properties on Kitten's Lane and one on Drury Lane flooded several weeks ago. Saffron have agreed to investigate the drains that run under the properties, that take water down the hill to the Chet Valley. It is hoped that this may help solve the problem. KMB has also asked them to look at other methods to keep the water out of the houses if we get more flash flooding."

6.3 Public Forum

A spokesperson for several members of the public raised concerns that the St George's Park landscaping has not been completed and there were delays with the resurfacing of the roads/pavements. Halsbury Homes are not replying to their emails and they were concerned that as it was planting season at present, the landscaping should be completed now. District Cllr KB will discuss their concerns with the Planning Officer and hopefully agree timescales for the work to be completed.

The S37 application due to be submitted by Halsbury Homes to SNC to vary the landscaping was mentioned by the residents, and as the application does not require public consultation the residents asked if it could be on the agenda at a future meeting once the Parish Council has been notified, so there could be discussion in the public forum prior to any Parish Council response.

Concerns were also raised regarding the noise from the A146 to properties on that side of the development. Any noise reports would have been submitted prior to the trees being removed for the adjusted roundabout location, and as the trees have not been replaced the noise levels are considerably higher than anticipated.

The Public Open Space that had been allocated for the Play Area has not been completed and now the area is used for ball games and attracts anti-social behaviour. D-Cllr KB replied that Halsbury Homes had been advised to consult their residents regarding the Play Area but suggested that if the residents had suggestions for alternative schemes, please could they forward them to her.

A member of the public thanked Cllr KB for representing the Council at the recent Memorial Service at Holy Trinity Church for Her Majesty Queen Elizabeth II.

7. Reports from Council:

7.1 Chairman's Report

The Chairman laid a wreath at Loddon War Memorial on VJ Day with the RBL. The Chairman also reported that she laid a wreath for Her Majesty Queen II and attended the church service.

7.2 Parish Councillors' Reports

A Victorian Evening Committee meeting took place, but Cllr JS was unable to attend.

Cllr JA attended her NPTS Cllr training.

Cllr LM attended the Loddon Network meeting, and they are seeking parent volunteers. Details have been distributed to local schools and nurseries. The Early Years Service are hoping to start a group in Loddon.

Cllr JP has joined the Loddon Tennis Club and said that the community and membership was growing.

7.3 Clerk's Report (circulated to Cllrs prior to the meeting)

The Council did not meet in August, which allowed the staff time to undertake various tasks, such as the scanning of historical minutes, and the clearing of the lobby cupboards in preparation for the Community Larder. Staff also took annual leave.

The meeting to discuss the Hollies future proposals took place on the 17 July 2022 and was attended by the Clerk, RFO and several LPC Cllrs.

Staff

Both the Neighbourhood Plan Project Officer and Parish Warden had successfully completed their 6-month probationary reviews.

Facilities/Public Open Space

A slab has been broken at the skatepark. The original contractor: Freestyle Places has not replied to either emails, so the Council will need to seek an alternative contractor for the repairs. The insurance Company, Alliance have finally agreed to pay for the damage caused to the windowsill at the Staithe toilets by the PHS van in March 2022. Various reports of anti-social behaviour at the Staithe were received, and relevant CCTV imagery was passed to Norfolk Police. The Police have increased their patrols in the area, and the Council has received a quote from the Council's existing CCTV supplier to install a further camera which should cover South Norfolk Council's Car Park. The urinal waste repairs have been completed at the Staithe Toilets. The replacement heater has been installed in the Library Annexe Rear Hall.

Community Gym

The Community Gym reopened on the 08 August 2022 in the Library Annexe Rear Hall, and their session times have been revised. Details of how to book sessions can be found on their website; www.loddoncommunitygym.com.

Opening Hours:

Monday – 1.45pm – 5.30pm

Tuesday – 4.45pm – 7.05pm

Wednesday – 9.00am – 11.20am

Thursday – 6.00pm – 8.00pm

Friday – 10.15am – 12.35pm

Chet Valley Community Larder

The Chet Valley Community Larder opened in the Library/Parish Council lobby on the 01 September 2022. The Community Larder is open to everyone, people can bring/take food, share food and make a food donation, or just receive food if they are in need.

Opening Hours:

Monday to Friday - 8.00am – 7.00pm

Saturday - 8.00am – 4.00pm

Sunday - 10.00am – 4.00pm

7.4 Admin and Allotments Officer's Report (circulated to Cllrs prior to the meeting)

All vacant plots have now been allocated.

The shed has been fitted and is being used by tenants.

A cylinder mower has been purchased and is being stored in the shed. This has already seen a great amount of use by tenants.

The Parish Warden has addressed the issues around the poor function of the pump, it was blocked by large stones and not fitted in an ideal position. Subsequently the pump broke and was out of action again. A new pump was purchased and fitted.

I have attended a meeting with a tenant who is completing a wildlife conservation degree. He is planning on carrying out a wildlife survey as part of his course. Once the survey is finished, he will make it available to us along with any recommendations for improving the habitats on the site.

I continue to monitor the standards at the Allotment Gardens and communicate regularly with the holders.

7.5 Parish Warden Report

Key activities since July Council meeting:

- Repaired and added improvements to hand pump at Allotments to deliver satisfactory solution for water extraction from the Chet.
- Repaired leaking cistern and taps in Annex Ladies WC
- Cut back vegetation on FP's 11, 12, and 15 Broadlands to A143.

- Hosted contractor visits for; Staithe Public internet survey, War Memorial survey, 5 Year fixed wire electrical testing
- Facilitated contractor installation of steel doors and access controls at Staithe
- Fitted new Baby change unit, and Soap dispenser at Staithe toilets replacing damaged items
- Installed new Cistern fill valve at Staithe toilets
- Arranged moss treatment for Staithe toilet roof
- Installed new noticeboards and wall mounted leaflet holders in Annexe Lobby
- Exploited low water level to clear historic debris from Hockey field pond
- Cut back significant amount of vegetation encroaching on Tennis courts and sprayed weeds
- Installed temporary 'Dog waste advisory' signs on Hockey field
- Fitted advisory H&S sign to Multi Use Gym on Jubilee field
- Responded to the following Parishioner concerns/reports:
 - Tree hazard on Filbert Road/ Hawthorn Close footpath. Trimmed trees to make safe
 - Bushes creating road crossing hazard outside Surgery. Photographed and reported to NCC for action
 - Wasps at Broadland play- arranged pest control attendance
 - Bushes obstructing pathway on Leman Grove. Relevant homeowners contacted to request action via NCC Highways
 - Finger sign at Junction FP10/ Mill Road obscured by bushes. Cut back to give clear line of sight
 - Reported sighting of poisonous Giant Hogweed on Jubilee field. None found following careful inspection. Verified by local Bee Line group
 - Cut back brambles from footpath on Beccles Road bridge
 - Raised ironwork on High Bungay road- Highways have agreed action
- Converted Annexe cupboard for Visitor information facility, removed doors to facilitate Community larder
- Repaired damage to Staithe Shower door
- Fitted H&S sign to Multi Use Games equipment on Jubilee field
- Emptied furniture from Annex Hall in preparation for Gym occupation and arranged certified disposal of redundant furniture and accumulated scrap
- Routine inspections of; Kittens Lane and Broadlands Playgrounds, Tennis courts, Broadlands public opens space, War Memorial, and Pyes Mill completed
- Informal inspection of Filbert Road playground (SNC responsibility)
- Weekly Litter picking of Hockey field, Jubilee field, and Skate Park
- Inspections of Footpaths 8,9,10,11 & 15 cutting back as necessary
- Legionella flushing and temperature control readings completed (additional flushing required to deal with high cold-water temperature due to weather)
- Monthly Fire Safety checks complete

The shrubs on George Lane have not yet been trimmed, so NCC have been asked again to complete the work.

8. Finance Report:

8.1 Accounts for Payment in Accordance with the Budget

Accounts were approved by delegated powers prior to the meeting due to the postponement of the meeting due to be held on the 14 September 2022.

Date	Payee	Item	Payment Method	Amount / £
13/07/2022	EE	Parish Warden mobile	DD	22.94
19/07/2022	Plusnet	Phone & Broadband	DD	38.80
19/07/2022	British Gas	Office Gas	DD	42.59
20/07/2022	Apogee	Photocopier	DD	186.14

22/07/2022	SSE Southern Electric	Streetlight electricity	DD	218.49
28/07/2022	British Gas	Office Electricity	DD	37.32
05/08/2022	British Gas	Staithe Electricity	DD	95.85
05/08/2022	South Norfolk Council	Office Rates	DD	434.00
08/08/2022	intY Ltd	2 x Office 365	DD	22.56
09/08/2022	Lloyds Bank	Credit Card July 2022	DD	491.85
10/08/2022	Adept IT Solutions	IT Support	DD	31.20
15/08/2022	EE	Parish Warden mobile	DD	20.98
15/08/2022	Plusnet	Staithe Wifi	DD	27.60
19/08/2022	Plusnet	Phone & Broadband	DD	28.04
20/08/2022	SSE Southern Electric	Streetlight electricity	DD	224.91
28/08/2022	British Gas	Office Electricity	DD	35.46
05/09/2022	South Norfolk Council	Office Rates	DD	434.00
07/09/2022	British Gas	Staithe Electricity	DD	88.42
08/09/2022	intY Ltd	2 x Office 365	DD	22.56
09/09/2022	Lloyds Bank	Credit Card August 2022	DD	164.77
12/09/2022	Adept IT Solutions	IT Support	DD	31.20
13/09/2022	Plusnet	Staithe Wi-Fi	DD	27.60
13/09/2022	EE	Parish Warden mobile	DD	20.98
14/09/2022	HM Revenue & Customs	Tax & NI - Sept 2022	300056	604.12
14/09/2022	The Church in Loddon	Church Grant	300057	2,790.00
14/09/2022	Royal British Legion Poppy Appeal	VJ Day wreath	300058	25.00
20/07/2022	G Allard	Allotment Shed & base	BACS	850.00
20/07/2022	Adept IT Solutions	Staithe Wi-Fi router	BACS	577.76
14/09/2022	Cozens	Streetlight maintenance July & August 2022	BACS	72.00
14/09/2022	Loddon Garden & DIY	Grounds maintenance	BACS	1,720.72
14/09/2022	Norfolk County Council	Qtr Office rent - 29/09/22-24/12/22	BACS	1,500.00
14/09/2022	Zurich Municipal	Annual Insurance Renewal Premium	BACS	1,879.77
14/09/2022	A1 Clearance & Recycling	Waste clearance	BACS	84.00
14/09/2022	Top2Bottom Cleaners	Cleaning & security July 2022	BACS	2,025.70
14/09/2022	Paul Frost	Install bench at play area. Allotment front ditch dug	BACS	1,400.00
14/09/2022	Tas Valley Fire (UK)	Fire extinguisher	BACS	83.40
14/09/2022	Anglia Surface Care	Moss treatment of Staithe toilet roof	BACS	672.00
14/09/2022	Anna High Consultancy	War Memorial inspection and condition survey	BACS	450.00
14/09/2022	Roberts & Son	Printing and signage	BACS	211.20
14/09/2022	Pest Control Services	Wasp nest treatment at Broadland Play Area	BACS	50.00
14/09/2022	Viking	Stationery, noticeboard and A frame sign	BACS	170.03
14/09/2022	Collective Community Planning	Neighbourhood Plan Consultant's Fee	BACS	1,560.00
14/09/2022	CIA Fire and Security	Engineer callout Tennis Court gate	BACS	711.60

14/09/2022	Armiger Electrical	Staithe Toilets five-year fixed wire test	BACS	300.00
14/09/2022	SLCC Enterprises	Finance training day	BACS	54.00
14/09/2022	GSL Dardan	Staithe toilet security 22-31 August 2022	BACS	180.00
14/09/2022	Loddon & District WI	Community Grant	BACS	108.50
14/09/2022	Loddon Community Cinema	Community Grant	BACS	100.00
14/09/2022	Royal British Legion (Loddon Branch)	Community Grant	BACS	289.99
14/09/2022	Salaries	September 2022	BACS	3,732.29
14/09/2022	G Hirst	Expenses and mileage	BACS	70.80
14/09/2022	J Leonard	Mileage	BACS	9.54
14/09/2022	P Leonard	Expenses and mileage	BACS	17.12
14/09/2022	Norfolk Pension Fund	Pensions - Sept 2022	BACS	1,306.67
Total Payments				26,354.47

8.2 Amendment to the 13 July 2022 payment list

The payment to Steve Jackson was amended from £180 to £310 to include £130 for the Neighbourhood Plan website.

8.3 Bank Reconciliation to 31 July and 31 August 2022

The balance of Loddon Parish Council's bank accounts as of the 31 July was £332,863.96. The balance of the accounts on the 31 August 2022 was £337,211.36.

8.4 Smaller Authorities' Audit Appointments - SAAA

The external auditors are appointed by the SAAA for a five-year period, with the next period being 2022-23 to 2026-27. All smaller authorities are automatically opted into the scheme for the appointed auditor, however there is the option to opt out and for Council to arrange their own individual external audit. The Council **resolved** to remain within the central scheme and accepts expertise from the SAAA in appointing an external auditor for the next five years.
Action: RFO.

8.5 Annual Insurance Renewal

The annual insurance renewal premium of £1,879.77 is due by 01 October 2022 for the third year of the agreed three-year Long-Term Agreement (LTA) established with Zurich Municipal.
Action: RFO.

8.6 Small Grant Application – Loddon & District Women's Institute (WI)

The decision to award the grant of £108.50 was ratified by the Council. **Action:** RFO.

8.7 Small Grant Application - Loddon Community Cinema

The decision to award the grant of £100 was ratified by the Council. **Action:** RFO.

8.8 Small Grant Application – Royal British Legion (Loddon)

The decision to award the grant of £289.99 was ratified by the Council. **Action:** RFO.

8.9 Small Grant Application – 1st Loddon Brownies

The Council **resolved** to offer a grant of £172.02 to Loddon Brownies. **Action:** RFO.

8.10 Budget 2023-2024

The RFO requested that Cllrs consider any potential requirements for the 2023-24 budget such as priorities, projects or planned activities of committees and working groups and submit suggestions to the RFO by 12 October 2022. A meeting of the Finance Working Party will be

held on the 19 October 2022, 7.00pm at the Hollies to consider the draft 2023-24 budget. **Action:** All Cllrs/RFO.

8.11 ID Badges

Professional ID cards with photos were discussed. A report had been compiled by the AAO and three options were considered by the Council. It was **resolved** to purchase an ID badge printing machine to produce photo ID cards for Cllrs, staff and Emergency Wardens. **Action:** AAO.

8.12 Redecoration of the of the Annexe Windows

The quotes include decorating the interior of the 3 office windows (following the casement repairs for the windows to open) and the exterior of 3 office and 6 rear hall windows. The Council had strived for three quotes, but only received two. It was **resolved** to accept the quote from Ecopainters at a cost of £2,450.00. **Action:** RFO.

8.13 Electrical Work

The Council strived for three quotes from electricians as three additional sockets are required; one for the Annexe office, one for the lobby and one for the Staithe toilets. It was **resolved** to instruct Armiger Electrical at a cost of £270 for lobby (cost covered by Community Larder Grant), office £70 and Staithe £30. **Action:** RFO.

8.14 Royal British Legion

It was **resolved** to offer a donation of £50.00 to cover two wreaths; VJ Day and Remembrance Day. **Action:** RFO.

9. Vexatious Complainant:

Due to several documents that had been received immediately prior to the meeting via Cllr AW, the Council **resolved** to extend the classification 'as unreasonably persistent or as behaving unreasonably', and the current imposed communication restrictions until a further review, including the documents received at the Parish Council meeting on the 12 October 2022. **Action:** Clerk to advise complainant and add to the next agenda.

10. War Memorial:

10.1 The Council received a thorough survey of the War Memorial and a five-year plan for maintenance. South Norfolk Council's contractor repaired the loose paving slab when the ramp was installed.

10.2 War Memorial Inscription

A request has been received to change a middle name on the War Memorial. The Council **resolved** to ask for substantive evidence, such as a copy of the birth certificate, war records etc. As a custodian of the monument, the Council has been advised that extreme caution should be taken when considering altering a monument. **Action:** Clerk.

11. Chet Valley Community Larder:

11.1 The Council **resolved** to ratify the decision to install the Chet Valley Community Larder in the lobby area of the Annexe. There is a meeting with Pete Strange (Norfolk ALC) on Monday 10 October 2022 at 9.30am at Holy Trinity Church for volunteers and people interested in finding out more about the scheme. There is a rota displayed on the side of the cupboards and offers from volunteers to perform daily check on the larder are welcomed.

11.2 The Council **resolved** to lead the Community Larder initiative, insure and be responsible for the overall operation of the initiative. **Action:** Clerk to investigate compliancy.

11.3 The Council **resolved** to ratify the decision to apply to the Co-Op for a grant for £1,000.00 to cover the start-up costs of the larder; a glass fronted fridge, advertising, and an electrical socket. The grant has been received. **Action:** RFO to liaise with group regarding the purchase of the fridge.

12. Governance:

All items were deferred. **Action:** Clerk to carry forward to another agenda.

13. Working Parties:

13.1 Chet Working Party

It was **resolved** to approve Cllr CB's request to join the Chet Working Party. **Action:** AAO.

13.2 Planning Working Party Meeting with Hopkins Homes

The Chairman notified the Council that the Planning Working Party had brought the Council into disrepute by inviting a developer, Hopkins Homes into the home of a Cllr to have a private meeting to discuss the application 2021/2522 without any prior consultation with Loddon Parish Council.

Cllr KB reported that the leader of the Planning Working Party, Cllr JH organised the private meeting with Hopkins Homes, without the authority to do so, as the Planning WP does not have the power to make delegated decisions. In addition, this meeting of the Working Party was not quorate as only two Cllrs were present. Cllr KB reported that she had consulted South Norfolk Council's Monitoring Officer, who advised that planning matters needed to be consulted on and decided in a transparent way, which was not served in a Working Party, and it was also possible that the Cllr's JH and CB had breached the Code of Conduct by their actions. Cllr CB apologised for the meeting and reassured the Council that the meeting was held with good intentions and that nothing improper occurred.

As a result of the "clandestine meeting regarding this contentious planning application" Cllr KB proposed that the Council should not accept any reports from the Working Party's meeting with Hopkins Homes, as the meeting was not held transparently and in accordance with the Council's Working Party Policy; it was also not quorate, the Council had not been informed of the meeting, and there was no officer of the Council present to ensure objectivity. The Council **resolved** that the report be disregarded.

A further discussion took place regarding the application 2021/2522, and Cllr KB confirmed that the site had not yet been included in the District Local Plan and the Clerk had obtained an extension to reply to the application, so there was no urgency for the Council to respond, and there was time should the Council wish to organise a public meeting and the application will be discussed at the next Council meeting. Cllr KB proposed to the Council that the Planning WP should be disbanded to ensure that planning applications are discussed transparently in the future. The Council **resolved** to accept this proposal, with three abstentions: Cllrs CB, AW and JH. **Action:** The Planning WP to be disbanded, and all planning applications to be discussed at full Council until the Council decides how to consider and reply to planning applications at the next council meeting.

13.3 The Planning Working Party Terms of Reference

This item was deferred as the Planning Working Party has been disbanded.

14. Planning:

14.1 Planning Applications from South Norfolk Council

2021/2522, Full planning permission for the erection of 171 dwellings with access, parking, open space and landscaping, (Duplicate Application of 2021/2437) | Land East of Beccles

Road Loddon. It was **resolved** to defer this item until the application can be discussed at a Council meeting. **Action:** Clerk.

2022/1097, new garden room building, 13 Bridge Street, Loddon. The Planning Working Party had already submitted an objection.

2022/1658, Construction of a garden room, 22 Chestnut Drive, Loddon. The Council considered the application, and it was **resolved** to reply with a 'neutral' response with no comments. **Action:** AAO.

14.2 Decisions on Planning Applications from South Norfolk Council: Please refer to the Planning Schedule on the LPC website.

14.3 Planning Applications from the Broads Authority: None.

14.4 Planning Decisions from The Broads Authority: None.

15. Chet Neighbourhood Plan:

15.1 Neighbourhood Plan Project Officer (NPPO) Report

Cllr JH reported that the Steering Group are progressing with the assessments.

15.2 Minutes from the Chet Neighbourhood Plan Steering Group Meeting

Item deferred.

16. Highways:

16.1 NCC Highways Consultation PHA045 High Bungay Road

The Council considered the scheme and were broadly supportive. However, they were concerned that the single yellow line that was proposed outside Ward's Butchers would cause a pinch point on this very narrow stretch of High Bungay Road, which may be detrimental to the bus companies' choice of route. They have suggested that this issue could be remedied by replacing the single yellow line with a double yellow line. **Action:** Clerk.

16.2 Speed Awareness Message (Sam2)

The Sam2 reports had been previously circulated to Council. The Sam2 has been repositioned on Bridge Street opposite Loddon Garden & DIY. The position of the SAM2 was questioned by the owner of the new Antiques Shop, as they felt it obscured their sign. This was resolved by moving it to outside Loddon DIY instead for the next cycle. However further discussions will be had with the Antiques Shop owner as that position is one approved by NCC and has not caused any previous problems. Thanks to the Council volunteer and Cllr Morris for relocating the Sam2 on a four-weekly basis.

16.3 Parish Partnership Scheme

The Clerk has contacted the Highways Engineer but has not received a reply regarding the Council's suggestion for a replacement hardcore surface on the footpath FP15 from Beccles Road, adjacent to Broadland Meadow as the surface was damaged during the building of the Broadland Meadow development. **Action:** Clerk/Cllr KB.

16.4 NCC Footpath Application (Beccles Road-FP11-FP10)

A partial application had been submitted by LPC in 2018 and NCC and contacted LPC to see if they wished to proceed further with the application. The Council **resolved** to add the additional area of footpath and complete the application. **Action:** Clerk.

Cllr JH enquired as to the status of the footpath behind the Swan leading to Old Market Green and it was agreed to add it a future agenda. **Action:** Clerk.

17. Events Committee Update:

17.1 Draft Minutes - Events Committee

Draft Minutes from the Events Committee meeting on the 12 July 2022 were circulated to Cllrs for their information.

17.2 Events Committee Update

The planned meeting of the Events Committee on the 13 September 2022 was cancelled due to the demise of HM Queen Elizabeth II. Cllr JP reported that although they were keen to hold the 2023 event, more volunteers would be required, and Committee members would need to commit to tasks so that the lion's share of the organising did not fall to Cllrs LM and JP.

18. Anti-social Behaviour at Loddon Staithe:

Cllr KB reported that there have been several incidents of anti-social behaviour at the Staithe and had been advised by Norfolk Police that if a byelaw was in place, it could be applied discretionally. Cllr KB proposed that a byelaw restricting the public consumption of alcohol is put in place at Loddon Staithe to deter the anti-social behaviour and the Council **resolved** to investigate the possibility of a local byelaw. **Action:** Clerk/Cllr KB.

19. Correspondence:

Tree planting – A member of the public has suggested that it may be appropriate to plant a remembrance tree for HM Queen Elizabeth II and a commemoration tree for King Charles' Coronation. **Action:** Clerk to reply and ask the resident for suggestions for suitable sites.

Parking on Lemn Grove – **Action:** Clerk to reply - Cllr KB has discussed it with the police, and requested more police patrols, not a Parish Council matter.

20mph limit on Beccles Road – **Action:** Clerk to reply inviting the NCC Highways Engineer to meet with the resident.

Bin on Lemn Grove – **Action:** PW to investigate, and Clerk to reply and add to a future agenda.

20. Items for a future agenda:

- Gifts for Freedom of Loddon recipient
- The Old Hockey Field Terms of Hire
- Vexatious Review
- Byelaw restricting alcohol consumption at Loddon Staithe
- Bin on Lemn Grove
- Footpath from Loddon Swan to Old Market Green

21. Next meeting date:

The next Parish Council meeting will be on Wednesday 12 October 2022 at 7.00pm. (Agenda items to Clerk by 04 October 2022).

The meeting ended at 21.38pm.