

Dear Councillors, you are summoned to attend the meeting of Loddon Town Council, to be held in the Hollies Rear Hall on Wednesday 8 November 2023 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: 2 November 2023

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 consider any applications to fill the Councillor Vacancy**
4. **To receive any 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 11 October 2023**
6. **To receive an update on matters arising from previous meetings (not on this agenda)**
 - 6.1: Refurbishment of the Annexe Kitchen, WCs, and lobby
 - 6.2: Skate Park repairs
 - 6.3: .gov Domain
 - 6.4: Jeep insurance claim
 - 6.5: Parish Partnership Bid - Sale Court Footpath
 - 6.6: Parish Partnership Bid - Footpath 15
 - 6.7: Allotment Gate and Fencing
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: Councillors' Reports (including Outside Representative Roles)
 - 8.3: Clerk's Report
 - 8.4: Administration and Allotment Officer's Report
 - 8.5: Warden's Report
 - 8.6: Data Protection Matters
9. **To receive the finance report from the Responsible Finance Officer**
 - 9.1: To receive the Bank Reconciliation to 31 October 2023
 - 9.2: To approve accounts for payment in accordance with the Budget (list tabled)
 - 9.3: To receive a report on the expenditure on the professional service to assist the Council with Freedom of Information requests and related matters
 - 9.4: To note the Local Government Association Pay Agreement for 2023-24
 - 9.5: To consider the draft 2024-25 budget

- 9.6: To approve a loan application to Norfolk LTA for tennis court LED floodlights
- 9.7: To consider quotes for the clearing of the Old Hockey Field Ditch
- 9.8: To consider quotes for a strategy session
- 9.9: To consider a Small Grant application from the Chet Valley Medical Practice Patient Participation Group
- 9.10: To consider a Small Grant application from the Chet Valley Festival Group

10. Planning *(all applications are listed on the Planning Schedule which is attached to the minutes)*

- 10.1: To receive an update on St George's Park
- 10.2: To consider a response to planning applications received from South Norfolk Council
- 10.3: To note decisions on planning applications by South Norfolk Council
- 10.4: To consider planning applications received from Broads Authority
- 10.5: To note decisions on planning applications by Broads Authority

11. Highways and Assets

- 11.1: To consider submitting a Parish Partnership Bid for footpath 10 to repair the damaged surface and cut back the trees and vegetation
- 11.2: To receive an update on the TRO for High Bungay Road
- 11.3: To receive the Speed awareness message (Sam2) reports
- 11.4: To consider the request from the Love Loddon Community group to apply for a street furniture licence to replace the two benches on Farthing Green
- 11.5: Bus Stops on Church Plain
- 11.6: To consider submitting an Asset of Community Value bid for the allotment land off Lemn Grove
- 11.7: To consider the request for an additional dog foul bin off Clay Court
- 11.8: To review the grass areas of Loddon that are cut and uncut

12. To consider replacing the word Parish with Town in LTC's existing policies

13. LTC Events

- 13.1: Volunteer Event to be held on the 14 November 2023, 2.00 – 4.00pm
- 13.2: Remembrance Sunday Event – 12 November 2023 – 10.30am for Parade
- 13.3: Christmas Lights – 1 December 2023 – 6 January 2024
- 13.4: To consider an event for D-DAY 80 – 6 June 2024

14. To receive updates from:

- 14.1: Personnel Committee
- 14.2: Events Committee
- 14.3: Loddon & Chedgrave Playing Field Committee
- 14.4: Chet Neighbourhood Plan Steering Group
- 14.5: Love Loddon Community Group
- 14.6: Community Larder
- 14.7: Emergency Plan Initiative
- 14.8: Jubilee Hall Management Committee

15. To consider correspondence received and determine a response if required

16. To consider any items for a future agenda

17. Date of next meeting: The next full Council meeting will be held on Wednesday 13 December 2023 at 7.00pm, held in the Hollies Rear Hall. (Agenda items to Clerk by the 6 December 2023).

18. 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)

19. To receive a report from Birketts Solicitors and decide any action