

Dear Councillors, you are summoned to attend a meeting of Loddon Town Council, to be held in the Hollies Rear Hall, High Street, Loddon on Wednesday 13 November 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:** 7 November 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 9 October 2024**
- 5. To receive an update on matters arising from previous meetings (not on this agenda)**
  - 5.1: Staithe and Staithe Footbridge
  - 5.2: Gold Standard Bus Stops
  - 5.4: Community Payback Team
  - 5.5: Remembrance Parade – 10 November 2024
  - 5.6: Community Orchard
  - 5.7: Staithe Toilet Ownership
  - 5.8: Library Annexe Refurbishment
  - 5.9: Meeting with South Norfolk District Cllrs and SNC
  - 5.10: Memorial Bench for Colin Binfield
  - 5.11: Co-op Pavement
  - 5.12: Christmas lights and Christmas tree
  - 5.13: Defibrillator at the Staithe
- 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 October 2024
- 8.2: To approve accounts for payment in accordance with the Budget (list tabled)
- 8.3: To note the Local Government Services Pay Agreement 2024/25
- 8.4: To consider quotes for a Nayax Card Reader on the DDA door at the Staithe
- 8.5: To receive an update on the Library Annexe Rent Review
- 8.6: To receive an update on the banking signatories
- 8.7: To consider a Grant application from the Victorian Evening Committee
- 8.8: To consider a Grant application from the Loddon Town Estate Charity
- 8.9: To consider applying for the Norfolk Armed Forces Covenant Commemoration Fund

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

- 9.1: To receive an update on the St George's Park Development
- 9.2: To consider a response to planning applications received from South Norfolk Council
  - **2024/0773** – 17 Water Meadow Close – Change of use from amenity land to residential
- 9.3: To note decisions on planning applications by South Norfolk Council
- 9.4: To consider planning applications received from Broads Authority
- 9.5: To note decisions on planning applications by Broads Authority

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

- 10.1: To receive the Sam2 reports for information
- 10.2: To consider the purchase of Saffron Land adjacent to Crossways Terrace
- 10.3: To consider the Parish Partnership Bid for a pedestrian access for the Jubilee Hall
- 10.4: 5g Mast Pre-consultation
- 10.5: Norfolk Minerals and Waste Local Plan (NM&WLP)
- 10.6: To consider an additional bin to be installed off Warren Hills
- 10.7: To consider a report on the Old Hockey Field pond

**11. Governance:**

- 11.1: 2025 meeting dates
- 11.2: To consider appointing Elaine Spencer to the Tennis Club Subcommittee
- 11.3: To consider appointing a Cllr Representative to the JHMC
- 11.4: To consider appointing a substitute representative to the L & C PFC
- 11.5: To consider appointing one Cllr to the Personnel Committee
- 11.6: To consider the Terms of Reference for Chet Valley Events Working Party

**12. To receive updates from:**

- 12.1: Personnel Committee
- 12.2: Chet Valley Events Working Party
- 12.3: Loddon & Chedgrave Playing Field Committee (and Tennis Subcommittee)
- 12.4: Chet Neighbourhood Plan Steering Group
- 12.5: Love Loddon Community Group
- 12.6: Chet Valley 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 full Council meeting:** Wednesday 11 December 2024 at 7.00pm. Hollies Rear Hall. (Agenda items to Clerk by the 3 December 2024).

**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 receive an update on grants and agree any necessary action**

**18. To consider a consultation on community spaces**