

LODDON PARISH COUNCIL

Minutes of Loddon Parish Council meeting held on Thursday 11th July 2019 at
7.00pm in The Library Annexe, Loddon

Present:

Colin Binfield	(CB)
Kay Mason-Billig	(KMB)
Jane Hale	(JH)
Gary Knights	(GK)
June Strickland	(JS)
Daniel Scott	(DS)
Margaret Wallace	(MW)

In Attendance:

Donna Hodds	(DH) Finance & Projects Officer
Anne Panella	(AP) Parish Clerk

WELCOME

96 The Chairman welcomed all to the meeting and confirmed that no-one wanted to record the meeting.

APOLOGIES FOR ABSENCE

97 Were received from B Stone and S Swanson

DECLARATIONS OF INTEREST

98 None were received.

APPROVAL OF THE MINUTES OF THE MEETING HELD ON THURSDAY 13th JUNE 2019

Resolved: to approve the Minutes of the meeting held on 13th June 2019. Proposed by DS, seconded MW. All in agreement.

MATTERS ARISING

99 Minute 88: the contact details on the LPC office alarm have been updated.

100 LPC website: work is on-going to update the website and make it more user friendly.

TO RECEIVE FOR INFORMATION REPORTS FROM COUNCIL AND DISTRICT COUNCILLORS

- 101
- KMB confirmed that the collaboration with Broadland is anticipated to save £8.6 million over five years.
 - Recruitment is currently underway to appoint an Assistant Director of Planning and Assistant Director of Communities.
 - One third of all the District Councillors were newly elected in May

- The waste collection contract is up for renewal (currently Broadland use an external contractor, SNC manage the contract in-house). A review of the service is underway before a decision is made on which option to adopt

102 BS provided an update on the roundabout: the formal design checks have commenced on the developer's revised design proposals. However, there remain some significant issues to address such as the programme of works and the associated traffic management proposals, appointing contractors etc. It was noted that the Leader of SNC has reported in the latest edition of Link that the Loddon roundabout is underway, which is misleading. Agreed to write to Leader for clarification on comments made.

PLANNING

- 103
- 2019/1269: Halsbury Homes: non-material amendment of permission
2016/0853: plot substitution of 20 dwellings (*subsequently withdrawn*)
Object: this proposal seeks to remove bungalows, for which there is a large demand, and replace with detached houses.
Resolved: to object, proposed by JH, seconded by MW. All in agreement
 - 2019/1295: 14 Market Place: works to trees in conservation area
Resolved: no objections. Proposed by CB, seconded by JS. All in agreement
 - 2019/1169: 1 High Bungay Road. Erection of a timber summerhouse
Resolved: no objections. Proposed by CB, seconded by DS. All in agreement

PUBLIC FORUM

104 Remembrance Day Parade: previously the Parade has happened with little or no intervention from external organisations. However, the Police no longer provide any support in terms of marshalling groups and motorists, so responsibility now falls to local groups. LPC will liaise with representatives from the Business Association to ensure road closure, Marshalls and insurance (if required) are in place. **AP**

105 Mobile Mast: pre-planning permission for this was sought in December 2017 but, to date, the mast has not been installed. The company that applied for permission (Telefonica UK) is not the provider (Vodafone) and further information has been very difficult to obtain.

106 Land outside doctor surgery on George Lane: the ownership of this land, it is understood, lies with the Doctor surgery. It is understood that the Bee-Line group are discussing using this land and that around the entire building for their project.

FINANCE REPORT AND ACCOUNTS FOR PAYMENT

107	Staff	June Wages	2241.14
	Norfolk Pension Fund	June Wages	377.25
	HRMC	June Wages	179.48
	Adept IT Solutions	IT Support	88.80
	HTS Supplies Ltd	Toilet Roll	109.15
	Playsafetly Limited	ROSPA Report	103.20
	Elegance	Cleaning	1,088.00

First Connect	Alarm Service	72.00
Apogee	Photocopier Charges	148.98
nPower Business	Electricity - Staithe	386.59
Inty	Office 365	11.28
G W Townsend	Clock Winding	150.00
		£4,955.87

108 Additional invoices received after despatch

- Loddon DIY £2268.44
- Roberts & Son £21.72
- GraphixBank £130.00 (sign for Skatepark)
- npower £386.59 (final bill for Staithe toilets prior to change of supplier)

GRAND TOTAL £7,762.62

Resolved: to approve all the above payments. Proposed by JS, seconded by MW. All in agreement.

109 Proposed IT Security Plan: a further quotation has been received and after discussion agreed to remain with current provider at £10 per computer per month for a rolling 12-month contract.

110 The following were confirmed:

- a. Bank Mandate has been confirmed by Barclays: signatories are MW, JS and GK
- b. Additional information, Risk Register and Bank Reconciliation, have been provided to the external Auditor (Littlejohns)
- c. VAT claim for £19K up to March 2019 has been submitted
- d. VAT claim from April to June 2019, for £9K, will be submitted shortly
- e. Accounting software: a report to September meeting for consideration
- f. Asset Register needs to be updated
- g. Final cheque to Freestyle/Leslie Lipton has now been cashed
- h. Regular water meter readings are taken at the Staithe block and an invoice for the SNC proportion submitted
- i. An Interim Budget meeting to be held in August

DH
DH
DH/AP

DH

STREETLIGHTS

111 LPC is considering taking on responsibility for the 14 *Not Needed* lights within Loddon. Costs are in the region of £120 per light per annum to cover electricity, inspection and maintenance. Electricity costs are likely to reduce as Sodium lights are replaced with LED. £1700 per light for replacement at end of life. £800 per light provided by SNC if decision is taken to remove light in the future. A proportion of Special Expenses, levied by SNC on the residents, should be removed from Council Tax bills and replaced by a charge within the LPC Precept, estimated at £4.23 per annum for a Band D property.

112 There are a number of options, as detailed in the report, for the maintenance contract. Further information to be sought in order to make a decision in September. Later in the year LPC to consider the longer-term necessity of keeping individual lights.

Resolved: to take on responsibility for the 33 streetlights within Loddon. Proposed by DS, seconded by CB. All in agreement.

COMMUNITY SPEEDWATCH

- 113 This is run by volunteers within the village, usually parish councillors. It can only be used in 30mph and 40mph roads, such as George Lane, Beccles Road, High Bungay Road. The High Street, with a 20mph limit, which is not enforceable, would be excluded from any speed monitoring.
- 114 Agreed not to pursue at this time but to request a Highways Officer to visit Loddon and suggest proposals to prevent speeding along the High Street and Bridge Street

TO RECEIVE, FOR INFORMATION, REPORTS FROM PARISH COUNCILLORS

- 115 Footbridge over Chet at The Staithe: the ownership of this bridge, which is in a poor state of repair and access is now blocked, has been investigated but unable to clarify. Anglian Water, LPC and Chedgrave PC are not the owners.
- 116 Footpath behind The Swan: this now has tall hoarding alongside the brick wall resulting in a 'tunnel' type path which is difficult for some users to negotiate. The planning permission requires a low wall to be in this position and it is anticipated the current structure will be removed once building work is complete. Due to the change of the path the light that is on the side of No 7 Sale Court no longer illuminates the path, creating a safety issue.
- 117 Freedom of Loddon: the nominee has declined to receive the FoL for this year. A notice has been placed on FaceBook and notice boards with request for nominations by mid-August.
- 118 Sale of Allotment land: it is proposed to appeal the Refusal to sell a small part of the Allotment land. There is no waiting list, the land in question is very over-grown and potential allotment holders have no interest in these plots. The Bee-Line may be interested in incorporating a part of the riverside allotment within their project; the Norfolk Wildlife Trust to be asked if they would manage a small piece as meadow
- 119 Bin outside Jubilee Hall: requires replacement; Enviropol was suggested.
- 120 Skatepark sign: to be placed on triangle within the skatepark area. There is some graffiti on the equipment – and should be cleaned - and was suggested that the Parkour equipment be allocated the Graffiti Wall
- 121 Loddon Neighbourhood Plan: this was last produced in 2013 and suggested an update is now required with the Draft questionnaire to be based on the 2013 version. **AP/DH**
- 122 Officer workload: an update meeting to be arranged.
- 123 District Councillor: Mr Rowe, the other DC for Loddon will attend the September meeting.

POLICE REPORT

124 Received and noted.

TO RECEIVE LIST OF SIGNIFICANT CORRESPONDENCE

125 Noted; many of the items have been discussed within the agenda.

DATES OF FUTURE MEETINGS: all on Thursday at 7.00pm

- 126
- a. Thursday 8th August (only held if required)
 - b. Thursday 12th September. Agenda items to Clerk by 4th September
 - c. Thursday 10th October. Agenda items to Clerk by 2nd October

The meeting ended at 9.00 pm