

Dear Councillors, you are summoned to attend the annual meeting of Loddon Town Council, to be held in the Hollies Rear Hall, High Street, Loddon on Wednesday 14 May 2025 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:** 8 May 2025

## AGENDA

**Welcome and Meeting etiquette (note if anyone wishes to record the meeting)**

- 1. Election of Chairman and Declaration of Acceptance**
- 2. Election of Vice Chairman and Declaration of Acceptance**
- 3. To receive and consider apologies for absence and consider accepting them**
- 4. To receive any applications received for the two Councillor vacancies and consider co-opting to fill the vacancies**
- 5. To receive any Declarations of Interest for items on the agenda and to consider any requests for dispensations**
- 6. To reconfirm eligibility for the General Power of Competence**
- 7. To agree the appointment of Cllrs and Parishioners to Committees and Working Parties**
  - 7.1: To consider the Committees and their membership
  - 7.2: To consider the Working Parties and their membership
- 8. To agree the appointment of Cllrs to outside bodies**
  - 8.1: Jubilee Hall Management Committee (1 trustee role)
  - 8.2: L & C PFC Representatives (2 representatives and 1 substitute representative)
  - 8.3: Victorian Evening
  - 8.4: Churchyard Liaison
  - 8.5: Hales Green
- 9. To review the Policy Schedule**
- 10. To review the Asset Register**
- 11. To confirm the Insurance Arrangements**
- 12. To confirm the time and place of the ordinary meetings of the Council**
- 13. To approve as a correct record, the Minutes of the meeting held on the 9 April 2025**
- 14. To receive an update on matters arising from previous meetings (not on this agenda)**
  - 14.1: Update from South Norfolk Council (Staithe, Footbridge, Toilet Ownership, Pyes Mill)
  - 14.2: High Bungay Road TRO
  - 14.3: The Big South Norfolk Litter Pick – 26 April 2025

- 14.4: VE Day Event – 8 May 2025
- 14.5: Community Payback Team
- 14.6: Church Plain Bus Stop Real Time Information (RTI)

#### **15. Public Forum**

- 15.1: County/District Councillor Kay Mason Billig – Devolution/LGR
- 15.2: District Councillor Jeremy Rowe
- 15.3: Public Forum

#### **16. To receive reports from Council (for information only and previously circulated)**

- 16.1: Chairman's Report
- 16.2: Councillors' Reports (including Outside Representative Roles)
- 16.3: Clerk's Report
- 16.4: Administration and Allotment Officer's Report
- 16.5: Parish Warden's Report
- 16.6: Data Protection Matters

#### **17. To receive the finance report from the Responsible Finance Officer**

- 17.1: To receive the Bank Reconciliation to 30 April 2025
- 17.2: To approve accounts for payment in accordance with the Budget (list tabled)
- 17.3: To receive and note the Internal Audit report for the Year Ended 31 March 2025
- 17.4: To note the Annual Governance Statement 2024-25
- 17.5: To note the Accounting Statement 2024-25
- 17.6: Notification of commencement dates for the exercise of public rights
- 17.7: To receive the 2024-2025 CIL report
- 17.8: To consider small grant applications
- 17.9: To consider installing switches to the Mira floodlights on the Tennis Courts

#### **18. Planning** *(Please see the Planning Schedule, attached to the minutes for all applications)*

- 18.1: To receive an update on the St George's Park Development
- 18.2: To receive an update on the Loddon Rise Development
- 18.3: To consider a response to planning applications received from South Norfolk Council
- 18.4: To note decisions on planning applications by South Norfolk Council
- 18.5: To consider planning applications received from Broads Authority
- 18.6: To note decisions on planning applications by Broads Authority

#### **19. Public Open Space, Assets and Highways**

- 19.1: To receive the Sam2 reports for information
- 19.2: To consider the purchase of Saffron Land adjacent to Crossways Terrace
- 19.3: To consider the unveiling of the Community Orchard plaque
- 19.4: To consider the unveiling of the Library Annexe Refurbishment plaque
- 19.5: To consider the street lighting correspondence from NCC
- 19.6: To consider responding to the Public Spaces Protection Order
- 19.7: To consider responding to the Local Nature Recovery Strategy public consultation
- 19.8: To consider the wording for Colin Binfield's Memorial Bench plaque
- 19.9: To receive for information details of the improved signage on Loddon Roundabout

#### **20. To receive updates from:**

- 20.1: Loddon & Chedgrave Playing Field Committee (and Tennis Subcommittee)
- 20.2: Finance and Governance Committee
- 20.3: Personnel Committee
- 20.4: Love Loddon Community Group
- 20.5: Chet Valley Community Larder
- 20.6: Events Working Party
- 20.7: Jubilee Hall

- 21. To consider correspondence from Chedgrave Parish Council regarding the L & C Playing Field Committee**
- 22. To consider correspondence received and determine a response if required**
- 23. To consider any items for a future agenda**
- 24. Date of next meeting:** The next full Council meeting will be held on Wednesday 11 June 2025 at 7.00pm, held in the Hollies Rear Hall. (Agenda items to Clerk by the 3 June 2025).
- 25. 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)
- 26. To consider correspondence from SNC regarding Pyes Mill**