

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 12 November 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: 6 November 2025

AGENDA

1. **Welcome and meeting etiquette (note if anyone wishes to record the meeting)**
2. **To note the resignation of Cllr Alex Ashman and to consider co-opting to fill the two Cllr vacancies**
3. **To receive and consider apologies for absence and consider accepting them**
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 8 October 2025**
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** (previously circulated for info and taken as read)
 - 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
 - 7.7: Biodiversity Warden's Report
8. **To receive the finance report from the Responsible Finance Officer**
 - 8.1: To receive the Bank Reconciliation to 30 September 2025
 - 8.2: To receive a progress report on the 2025/26 budget
 - 8.3: To approve accounts for payment in accordance with the budget
 - 8.4: To consider any grant applications received
 - 8.5: To consider the 2026/27 sessional hire fees for the Library Annexe Rear Hall
 - 8.6: To consider the 2026/27 draft budget
 - 8.7: To consider funding 20% of the costs for a new bus shelter
 - 8.8: To consider contributing £5,000 from LTC's General Reserves to the Tennis Court Resurfacing Ear Marked Reserve
 - 8.9: To consider the funding the Pride in Place shortfall
 - 8.10: To receive an update on Community Infrastructure Levy (CIL)

- 9. Planning** *(Please see the Planning Schedule (attached to the minutes) for all applications)*
- 9.1: To consider a response to planning applications received from South Norfolk Council
- 2024/3309 – Langley Road Trading Estate, Chedgrave
 - 2025/3334 - Approval of reserved matters for layout, scale, appearance and landscaping for 85 dwellings and associated POS pursuant to conditions 1 and 2 of outline planning permission 2023/3506, land north of Beccles Rd
- 9.2: To note decisions on planning applications by South Norfolk Council
- 9.3: To consider planning applications received from Broads Authority
- 9.4: To note decisions on planning applications by the Broads Authority
- 10. Public Open Space, Assets and Highways**
- 10.1: To consider the congestion on Loddon's High Street and forming a Working Group
- 10.2: To consider submitting a 2026/27 Parish Partnership Bid
- 10.3: To consider the draft licence for weekend use of Hobarts Sports Hall Car Park
- 10.4: To note the resignation of the Sam2 volunteer and agree any action
- 10.5: To note the changes to the First Bus Route and agree any action
- 10.6: To review the 2026/27 LUFC pitch agreement for the Old Hockey Field
- 10.7: To receive an update on the transfer of the Staithe Toilets to LTC
- 10.8: To note the Prohibition of Waiting Amendment Order on High Bungay Road
- 11. Governance**
- 11.1: To approve the proposed 2026 meeting dates
- 11.2: To consider appointing James Lusher as a Fundraising Officer to the Tennis Club Subcommittee
- 11.3: To approve the licence for Jubilee Hall Changing Rooms / Toilets
- 12. To receive updates**
- 12.1: Loddon & Chedgrave Playing Field Committee (and Tennis Subcommittee)
- 12.2: Finance and Governance Committee
- 12.3: Love Loddon Community Group
- 12.4: Chet Valley Community Larder
- 12.5: Personnel Committee
- 12.6: Events Working Party
- 12.7: Jubilee Hall – Loddon
- 12.8: South Norfolk Council – Pyes Mill, The Staithe, Toilet Transfer
- 12.9: To receive the Sam2 reports for information
- 12.10: Church Council Liaison
- 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 10 December 2025 at 7.00pm. Hollies Rear Hall. (Agenda items to Clerk by the 1 December 2025).
- 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 from the Loddon Building Preservation Trust (LBPT) and decide any necessary action**
- 18. To consider the purchase of the former Barclays Bank on Church Plain**

Councillors back new devolved powers and funding to boost jobs and growth

New powers and funding to boost jobs, transport, housing and growth are coming to Norfolk and Suffolk, after councillors voted in favour. Following a discussion at full council Norfolk County Council's cabinet voted in favour of proceeding with devolution,

Under the Government's devolution priority programme, Norfolk and Suffolk have been offered:

- The transfer of powers and funding from Whitehall, to enable decisions on jobs, skills, transport and housing to be taken in Norfolk and Suffolk
- A multi-million pound investment fund for 30 years, to spend on local priorities

The decision means that the new devolved powers and funding would be overseen by a mayor, elected by voters in May 2026, to lead a new combined authority. The combined authority would be made up of the mayor, plus councillors from Norfolk and Suffolk.

The mayor and the combined authority will take responsibility for a range of functions and funding, including:

- Local transport
- Skills and jobs
- Housing development
- Economic growth and regeneration
- Environment and climate change
- From 2027 - taking on police and crime commissioner and fire and rescue authority functions

Positives of Devolution for Norfolk and Suffolk

1. Greater Local Control and Tailored Solutions

- Devolution will empower local leaders to make strategic decisions closer to the communities they serve, rather than relying on central government. This enables more responsive, integrated, and locally relevant public services.

2. Significant Long-Term Investment

- The establishment of a Mayoral Combined County Authority (MCCA) will unlock an investment fund of £37.4 million per year for 30 years, over £1.1 billion in total. This provides long-term financial certainty and autonomy for planning and delivering place-based projects, reducing reliance on short-term, competitive funding pots.

3. Economic Growth and Resilience

- Devolution enables the development of tailored economic strategies, boosting productivity, attracting inward investment, and supporting local businesses. It also allows for the creation of innovation hubs, infrastructure projects, and skills programmes that are specific to local needs.

4. Improved Transport and Infrastructure

- The new authority will have powers over local transport planning, bus franchising, and the ability to coordinate a Key Route Network. This should lead to more consistent and strategic transport policies, better integration, and targeted investment where it delivers the greatest impact.

5. Skills and Employment

- Control over adult skills funding will be devolved, allowing the region to tailor skills provision to local economic needs, target key sectors, and increase access to lifelong learning. This flexibility should help address skills shortages and support economic growth.

6. Housing and Regeneration

- Devolution brings new powers to accelerate housing delivery and regeneration, including direct partnerships with Homes England and the ability to allocate housing and regeneration grants locally. This should help address local housing needs more effectively.

7. Environment and Climate Change

- The authority will have a role in regional energy planning, heat network zoning, and local nature recovery strategies. This enables more coordinated action on decarbonisation, energy security, and environmental protection

8. Health, Wellbeing, and Public Service Reform

- There will be a statutory duty to improve health and reduce inequalities, with the Mayor and CCA required to factor health outcomes into every decision. This should lead to more joined-up approaches to public health and social care.

9. Public Safety

- The Mayor will take on Police and Crime Commissioner and Fire and Rescue Authority functions, aligning public safety governance with other devolved powers for more integrated service delivery.

10. Enhanced Local Voice and Influence

- Devolution gives the region a seat on the Council of Nations and Regions, amplifying the local voice in national policy-making and ensuring regional priorities are heard and acted upon.

11. General Power of Competence

- The Strategic Authority and Mayor will have a general power of competence, allowing them to innovate and act in the public interest, provided actions are not prohibited by law.

12. Inclusive Growth and Equality

- The Equality Impact Assessment highlights that devolution can be used as a catalyst to embed 'accessible by design' in new strategies and services, better aligning them to the needs of vulnerable and protected groups, and reducing inequalities.

You can find out more about devolution at www.norfolk.gov.uk/devolution.

New Norfolk-wide highways contract awarded with strong focus on boosting local skills and employment

Norfolk County Council has appointed Kier as its new long-term contractor responsible for the maintenance and construction of the county's highway network.

Kier will deliver a comprehensive programme of highways maintenance and improvement, including road resurfacing and surface dressing, bridge works, drainage and the delivery of new transport infrastructure.

As part of the contract, Kier will invest significantly in its existing site in Wymondham, upgrading facilities to reduce energy consumption and support the latest in sustainable construction and materials innovation, which will benefit the wider Norfolk economy.

A key feature of Kier's approach to the contract will be its commitment to local skills and employment. At any given time, Kier will employ at least 15 apprentices, providing structured training, professional qualifications, and career pathways for young people across Norfolk.

The company will also run an annual 10-week programme for young people in care and care leavers, offering taster sessions, work experience, and employability skills, with support from supply chain partners.

Give Norfolk County Council your views on fire and rescue priorities

A public consultation on Norfolk Fire & Rescue Service's safety and risk plans for the next five years has gone live.

Residents, businesses and organisations now have an opportunity to feedback on areas the service has identified as priorities for 2026-2031, to mitigate risk and keep our county as safe as possible.

Eight proposals have been put out for the public to comment on, around the areas of:

- Road safety
- Prevention activity
- Building safety
- Preparing for and responding to emergencies
- Responding to climate change (specifically extreme weather risks such as flooding and wildfire)
- Supporting our people
- Fire station improvements
- Responding to medical emergencies

Details of the eight proposals are below. The public can fill in an online survey via www.norfolk.gov.uk/crmp to respond.

CRMP Proposal 1

Working to Improve Road safety: We will play a more active role in Norfolk's Road Safety Partnerships to analyse data and coordinate action to reduce the occurrence and impact of collisions on our county's roads.

CRMP Proposal 2

Focussing on prevention: We will work within Community Safety Partnerships to further focus on vulnerable groups, including children and young people. We will increase our early intervention activities, developing resilience in our communities and improving outcomes.

CRMP Proposal 3

Ensuring better Building Safety: We will prioritise inspection and engagement activity for the highest risk buildings in Norfolk, effectively applying legislation across relevant residential and commercial buildings to keep people safe in their homes, at work and during their leisure activities.

CRMP Proposal 4

Enhancing our Response: We will review how we locate and deploy our assets and resources to optimise how we train for, and respond to, emergencies.

CRMP Proposal 5

Responding to Climate Change: We will review our extreme weather response, specifically water and wildfire capability, to mitigate the impact of these incidents. We will continue to lobby government to make water and flood response a statutory duty for all Fire and Rescue Services in England.

CRMP Proposal 6

Supporting our People: We will continue to further develop our high performing and inclusive culture; supporting our staff to be skilled, healthy and engaged, and empowering them to uphold the highest professional standards that our communities expect.

CRMP Proposal 7

Providing Fit for Purpose Fire Stations: We will secure long term investment in our fire stations, so firefighters are protected from contaminants and facilities are fit for a modern workforce.

CRMP Proposal 8

Responding to Life Threatening Medical Emergencies: We will continue to develop our work with East of England Ambulance Service Trust around Emergency Medical Response to improve outcomes for our communities.

Norfolk's budget consultation - Have your say

As the county council's annual budget consultation has launched, people are being urged to take a look at the proposals and have their say.

The county council is working to set a balanced budget, despite the need to save £41.6m in 2026-27.

This year there are 50 budget saving proposals, and proposals to increase council tax, which provides a large part of the funding the county council needs.

These proposed savings add up to £35.7m - which would make a big contribution to the overall amount that needs to be saved.

To help deal with cost pressures and invest in vital services, the current budget planning for 2026-27 is based on an assumption to increase council tax.

Three options are being considered:

- An increase of 3%
- An increase of up to 5%
- An increase of more than 5%

People can find out more and have their say at www.norfolk.gov.uk/budget.

The consultation opens on Monday 27 October and closes on Monday 15 December 2025.

'It's never too late': Norfolk County Council is supporting healthy ageing

Looking after your health as you get older is not just a recommendation - it's a vital investment in your future quality of life. Evidence shows that staying physically active, keeping up with recommended vaccinations and screenings, and maintaining social connections are among the strongest predictors of how well you age. These actions play a direct role in preventing illnesses, reducing the risk of falls and long-term conditions, and supporting mental wellbeing.

Norfolk is home to one of the highest ageing populations in the UK. Now, the county council's Public Health department has launched a new campaign to encourage residents aged 50 and over to prioritise their health so they can live healthier, more connected lives as they age.

The campaign is centred around a brand [new Healthy Ageing subsite](#), called 'It's never too late', which highlights resources, guidance and opportunities to help residents make positive changes to their health and wellbeing.

This includes:

- Protecting your health: information on vaccination eligibility and booking, NHS screening appointments, and NHS health checks.
- Being active: information on moving more, strength and balance, falls prevention, and finding local groups.
- Feeling connected: finding clubs, groups and one-to-one support, building new connections, and practical guidance on transport and digital skills.

To explore the new webpage and find out more, visit www.norfolk.gov.uk/healthyageing.

Major refurbishment announced for Millennium Library to mark 25-year anniversary

Norwich's Millennium Library is set to undergo a £1m transformation in 2026, marking 25 years since it first opened its doors.

The refurbishment has been shaped by extensive feedback from library users and will include a re-designed early years library as well as new homes for both the 8+ and teen library areas, each with their own identity. There are also plans for a bookshop-style entrance for easy browsing and an increase in study space, primarily on the first floor.

Accessibility has been a key part of the design with lower shelving units throughout the library and improved signage and wayfinding.

Visitors can also look forward to improved lighting, new furniture with built-in power points and a new gathering space for events and talks.

Work is scheduled to begin next year. While some disruption to services is expected during the refurbishment, full details will be shared closer to the time.

Norfolk bucking national trend for recruiting adoptive parents

Norfolk is bucking the national trend for recruiting adopters, with the numbers of adopters increasing in the county.

Across the country, there are 12% fewer families considering adoption this year compared to last, whereas in the year 24/25, Norfolk County Council's Adoption Service recruited 43 adoptive households - a 53% increase on the number of adopters who were approved in 23/24.

Of these 43 households, 37 were couples and six were single adopters. The council has also seen an increase in adopters from global majority backgrounds and from the LGBTQ+ community.

The news comes as the county marks National Adoption Week, with this year's focus being on busting the misconceptions about who can adopt.

People considering whether adoption is right for them are invited to contact Norfolk Adoption Services on **01603 638343** for a friendly chat and invitation to an information event where they can find out more.

Loddon Town Council Clerk

From: Jeremy Rowe <Jeremy.Rowe@southnorfolkandbroadland.gov.uk>
Sent: 06 November 2025 22:27
To: Simon Chapman; Deborah Sacks; clerk@langleywithhardley-pc.gov.uk (External); Contact Magazine Loddon; Loddon Town Council Clerk; clerk@nortonsubcourse-pc.gov.uk (External); clerk@chedgraveparishcouncil.gov.uk (External); hhpc.parish.clerk@gmail.com (External)
Subject: monthly update

Firstly I'd like to start this month's column by wishing everyone a Merry Christmas, and by saying thanks for all of the fantastic support and friendship throughout the year.

I'd like to again highlight our annual ChetChat Christmas hampers, which have become a bit of a local tradition, and which we're looking forward to distributing again this Christmas. Please let me know if you'd like to nominate someone – they need to be over-60, and a person who'd appreciate knowing that they mean a lot to someone. Sometimes people donate money on behalf of someone, either in memory or instead of a Christmas present. These donations are always welcome, as is anything that anyone is able to spare when they see us collecting outside of the Coop in Loddon. Every penny we receive goes towards the cost of making and delivering the 100+ hampers we give each year.

In terms of Chairing the Scrutiny Committee, on behalf of residents, our most recent meeting was looking at the record of local housing providers, which I feel was important and useful.

Finally, it was great to be joined by our local MP Ben Goldsborough at my most recent surgery. The next one is **2-3pm 29 November** in Loddon Library.

If there is anything I can help with, please get in touch. We are elected to serve you, not the other way around.

Jeremy
07733323581

All the best

Jeremy

Councillor Jeremy Rowe
Chair of Scrutiny Committee
Member for Loddon & Chedgrave Ward
South Norfolk District Council
07733323581



Administration & Allotment Officers Report November 2025

All plots are now tenanted. There are 2 people on the waiting list, so advertising seems to have been successful.

I continue to regularly inspect & monitor the site to ensure that all plots are well cultivated and kept to a good standard.

I have completed the arrangements for the Remembrance Day Parade, the RBL are holding a thank you buffet at St John's Chapel on 15/12/25 for everybody who has supported them this year, Councillors are all invited to join them.

Christmas Lights prep is ongoing; the lights will go up in November & I have contacted approximately 72 residential properties & 36 business properties. Thank you to the councillors who helped with delivering letters.

I continue to cover the day-to-day admin in the office, including dealing with planning matters, updating the council's Facebook page & website, responding to Parishioners enquiries, answering emails and phone calls.

During October I responded to 297 emails, dealt with 20 phone calls & 25 visitors, posted 25 times on Facebook/ LTC's Website, completed paperwork for 4 planning applications, 2 SAM2 reports, dealt with 2 Weekly planning lists & placed 3 posters in the new noticeboard.

Jo Leonard

5/11/25

Chairman's Report November 2025

First, thanks to the councillors, RFO and Clerk for the time and efforts in preparing the 1st draft 2026/27 budget at the 22nd of October meeting.

9th October I attended the Autumn update seminar run by NPTS. One of the main presentations was on Governance Assertion 10 Digital and Data Compliance. Something that will come into effect when preparing next years AGAR. Among other presentations which I found useful was the use of Ai and setting up a charity.

Sorry due to a health issue that I couldn't attend the Playing field committee meeting.

Another good month's work carried out by the Love Loddon Group including the bulb planting morning.

Thanks go to Jeremy Rowe for attending the meeting with LTC on 5th November to go through issues effecting Loddon and Chedgrave.

Thanks to Councillor Woodman for offering to lay the LTC wreath at the remembrance service in my absence.

Kind Regards

Councillor Mervyn Pointer (Chairman)

Clerk's Report – November 2025

Meetings attended

8 October 2025	Full Council meeting
15 October 2025	L & C PFC meeting
16 October 2025	Stubbs Green - SNC Officer
22 October 2025	Informal budget meeting
5 November 2025	District Cllr meeting
7 November 2025	Softball Tennis funding - SNC Officer

Future meetings

12 November 2025	SNC Town and Parish Forum (in person)
12 November 2025	Full Council meeting
26 November 2025	Finance & Governance Committee meeting
12 December 2025	SLCC Committee meeting

Report

Area	Issue	Notes
Library Annexe		
	Shower not working correctly	10/7/25 - Reported to contactors. Replacement shower installed but issue not resolved. May be related to water pressure. 02/9/25 - contractor chased. 18/9/25 – contractor visited. 24/9/25 – contractor chased. 3/10/25 – contractor chased. 8/10/25 - Water pressure issue resolved and shower working. 20/10/25 – remaining snags due to be addressed.
	Annual gas safety check	The gas safety check was carried out on the 24/7/25. The faulty heater in the hall was repaired. 3/10/25 – gas bonding still outstanding.
	Live Fire Alarm	5/9/25 – NCC are carrying out an audit to see if all their buildings will have a fire alarm monitoring system.
	Fire Alarm activated	10/9/25 – Gym called 999. No fire. Norse attended and removed dust from smoke detectors. 16/10/25 – again, false alarm with system. Norse checked detectors again.
Hollies	Proposed CIO	25/9/25 – asked CAN if they will assist with objectives.
		3/10/25 – CAN replied confirming they will assist prior to CIO instruction.
		14/10/25 – CIO objectives sent to LBPT.
		22/10/25 - Requested covenants.
Highways		

	Parish Partnership Bid 24/25 – Jubilee Hall Pedestrian Access	Work to take place 20/10/25 for 5 days – Jubilee Hall informed. LUFC, CPC, Jubilee Hall contacted for contributions. LUFC declined. Jubilee Hall declined. 2/10/25 - CPC resolved to contribute £500.
	Parish Partnership Bid 25/26	07/11/25 - Many ideas explored with NCC Highways Engineer. Quote for bollards on Old Hockey Field entrance to be considered.
	Speeding on George Lane	Concerns have been raised by a parishioner regarding speeding on George Lane. Residents to set up speed watch group?
	Bus Shelter Scheme replacement scheme on High Bungay Road	9/7/25 – proceed with bid for replacement bus shelter on High Bungay Rd. Deadline 31 October 2025. 4/9/25 – emailed regarding replacement of shelter on High Bungay Road. 3/10/25 – contacted Westcotec for quote. 14/10/25 - Grant application submitted and approved. LTC to find 20% funding.
	Church Plain Trip Hazard	3/9/25 - Chased Highways Engineer. 7/11/25 – reminder to Highways Engineer sent.
	Overflow Car Park at Hobart	LTC has requested use of car park on Sundays. 20/8/25 - Chased for a reply. 2/10/25 – Chased for a reply. 10/10/25 - Sent draft licence 6/11/25 - Chased for a reply
	NCC A146 streetlights	12/2/25 – Cllr KMB has said that NCC will not turn the lights back on.
	NCC X2 Bus Stops	28/8/25 - 30mph restriction has gone beyond the anticipated dates and is now anticipated to be in place until 10 October 2025. 3/9/25 – works took place/July/August. 4/10/25 – Bus shelter will be installed. 5/10/25 - X2 bus stops will be operational. There will be no trod to Cannell's Rd, footpath. 21/10/25 – NCC to install bus shelter. 4/11/25 - First Bus & Border Bus utilising new stops. PROJECT COMPLETED
	NCC George Lane Pedestrian Crossing (raised table to reduce speed)	4/9/25 – requested update from NCC. 5/11/25 – NCC replied to say with Directors.
	NCC George Lane TRO	10/6/25 - We have worked up a design brief which will be sent up to the Network Team later this week. 12 to 18 months for a traffic scheme that involves a TRO. 5/11/25 – still with NCC's Legal Team.
	NCC High Bungay Rd TRO	16/5/25 - the delegated decision has passed and can now be implemented. We will look to do so ASAP.

		3/9/25 – Requested an update. NCC Engineer has left NCC. 5/9/25 - works are due to take place on 3 rd November 2025 for 1 day. PROJECT COMPLETE
	NCC George Lane roundabout ownership	4/9/25 – requested update from NCC. 5/11/25 - With NCC Directors.
	Road markings on High Street	1/10/25 - AAO reported yellow lines, white lines and curb markings on High Street need refreshing.
Planning		
	Hopkins Homes Street Names	5/9/25 - plans received and circulated to Cllrs
	Cripps Developments	2/9/25 - Street Naming Request 25/9/25 – LTC replied requesting Norfolk Wildflowers.
	Cripps Developments	2/9/25 – streetlighting. 25/9/25 – LTC replied declining streetlighting.
	Land West Garden Court	10/9/25 – extension requested from NCC and added to September agenda. 11/9/25 – objection sent. 11/9/25 – District Cllr KMB called in to SNC Committee. Also investigating classification of POS. 6/11/25 – District Cllr Jeremy Rowe requesting S106 for Garen Court development.
Staff		
	Training	RFO has further Rialtas training booked and CiLCA training commences September 2025. Cllr MP is booked to attend NPTS Autumn Seminar. 9/10/25 – Clerk attended Scribifest. 14/10/25 – Clerk attended ICO webinars. 22/10/25 – RFO attended budget training.
	Fire Safety Training	1/10/25 – fire training carried out. All staff in attendance plus, Cllrs IA, MP and AW.
	CAN bespoke Charity Training	Waiting for agreement from LBPT before training is booked.
Staithe		
	Ladies Toilets Flooded	1/10/25 – toilet blocked and flush continual which led to flooding. Cleaner rectified. 2/10/25 – PW ordered replacement flush.
	Transfer of Ownership	SNC have granted 50% of legal costs (£625.50). 3/9/25 - LTC Solicitors reported that SNC Solicitors have not sent draft paperwork. 3/9/25 – SNC confirmed they would chase their solicitor. 8/9/25 – LTC Solicitors have confirmed that they have received draft paperwork.

		3/10/25 – LTC instructed a CCTV drainage survey to be carried out at £180. 31/10/25 - LTC received paperwork.
	SNC Tree Work	2/9/25 – Tree work and car park closure scheduled for 5 to 7 November 2025.
	Staithe Toilet Vandalism	14/9/25 – Flooring damaged in men's toilet by electric scooter. Reported and CCTV sent to Police. 5/11/25 – Parish Warden attempted to repair. Further repairs required.
	SNC moorings - tap	16/9/25 – reported tap leaking again 24/09/25 – SNC turning tap off and replacing. 27/10/2 - SNC have ordered replacement tap and will be installed in due course. 5/11/25 – Parish Warden informed SNC that he has isolated the connection as there is high usage even though tap has been removed indicating a leak.
Public Open Space		
	Warren Hills Woodland	10/7/25 – remote meeting with SNC. 21/7/25 - Informed we had passed first stage 13/8/25 – meeting with Target Trees 20/8/25 - Application submitted 5/9/25 – formal decision notice received approving bid. 8/10/25 – LTC to consider project delivery. 13/11/25 – site meeting with Target Trees.
	Kittens Lane Play Area	29/09/25 - Replacement basket swing ordered. 1/10/25 - RoPSA report identified replacement matting required. Quotes obtained. 8/10/25 – LTC resolved to replace matting. 7/11/25 – FRO instructed mulch contractor. 14/10/25 - Basket swing installed. 21/10/25 – contractor returned to fix issue. 22/10/25 – PW reported other swings require wraparound swing bearings. Quotes being obtained.
	Skate Park	
	Tennis Courts	2/9/25 – The contractor has informed us that the LED floodlights will be removed, and they are obtaining quotes for new floodlights. 2/10/25 – new floodlights to be installed at no additional cost. 13/11/25 - Install date.
	Playing Field	The memorial bench for Colin Binfield has been installed.
	Playing Field Committee	17/9/25 – landowners meeting 24/9/25 – landowners meeting to discuss terms of reference.

		Amendments to Terms of Reference completed
	Permissive Footpath Agreement (Kirby Cane)	4/9/25 – RFO returned completed agreement and requested invoice. 23/9/25 – invoice received.
	Stubbs Green	16/10/25 – meeting held with SNC Common Land Officer. 7/11/25 – sent a reminder on outstanding queries and clarification on LTC/SNC responsibilities.
	Allotments - Removal of conifer	3/10/25 – NCC consented. 7/11/25 – Neighbour informed. 7/11/25 – quote required.
	Pyes Mill – Closed moorings	8/7/25 - Meeting held with stakeholders. 14/10/25 – Follow up meeting requested.
	SNC Play Areas – Gunton Road, Cannell Road	30/11/25 - SNC informed us that they would be refurbished 14/10/25 – requested update on delivery date.
Assets		
	Streetlights	14/7/25 – TT Jones supplied and fitted a Light Nuisance Reduction Baffle Col no. 004 Leman Road.
	Benches	
	Bins	2/10/25 – LTC's recycling bin on Church Plain damaged. PW to see if a repair is possible.
	Loddon Town Sign	2/9/25 – RFO sent chase to plaque company.
Events		
	VJ Day	17/9/25 – thank you to everyone at LTC who assisted the RBL with the event.
	Remembrance Sunday - 9 November 2025.	3/10/25 – AAO working through checklist for the event logistics.
	Christmas Lights	3/10/25 - AAO is working through checklist. 23/10/25 – Discussed new arrangements with Cozens and Loddon Garden & DIY.
	Volunteer Event (2026)	To be discussed by the Events Working Party.
Community Engagement		
	Contact magazine.	6/11/25 – contact magazine submitted for December / January.
	Social media	Various updates throughout the month.
	Website	Various updates throughout the month.
	Freedom of Loddon	10/9/25 – 6 x plaques ordered using Delegated Powers. 5/11/25 – AAO advised of delivery date.
Other		

	Blue Plaques	Consent gained from residents and NCC. First plaques installed on the 3/9/25. Info added to website. Further plaques installed. 2/10/25 – AAO assisting with draft of booklet.
	NCC Pride in Place	20/8/25 - 3 bids submitted. Staithe noticeboard, Church Plain hanging basket trees/hanging Christmas trees, tourist website. 3/10/25 – funds for LED Christmas Trees offered. Requested funds for the hanging basket trees. 12/11/25 – LTC to decide how to proceed.
	Cllr Vacancies	19/9/25 – Induction with Cllr Terry carried out. LTC free to co-opt one vacancy. 9/10/25 – Cllr Ashman resigned 5/11/25 – LTC free to co-opt and vacancy added to social media.
	Jubilee Hall – L & C PFC Representative	7/8/25 – email sent inviting JH to appoint a representative and sub to the L & C PFC. 14/10/25 – Jubilee Hall informed us of their new representative.
	Jubilee Hall – LTC not receiving minutes from meetings	17/7/25 – email sent requesting them as LTC has no representative.
	Jubilee Hall – fixed wire test – issues on floodlights not resolved	21/3/25 – email sent.
	Jubilee Hall – Licence for use of changing rooms	25/4/25 – rejected proposed lease. 17/7/25 – requested a copy of draft licence. 7/8/25 – requested a copy of draft licence. 1/10/25 – revised licence received. 1/10/25 – Tennis Club Subcommittee approved. 15/10/25 – L & C PFC approved. 12/11/25 – LTC to approve.
	Jubilee Hall – LTC Representative	16/5/25 – sent email to JH as NH wished to attend a meeting 16/7/25 – sent chase email to NH
	Jubilee Hall – meeting to discuss the results of the consultation	30/4/25 - Email sent to JH with results of consultations and invitation to meet.
	Jubilee Hall – Community payback team deep clean and painting of changing rooms	7/8/25 – Facilitated emails between Community payback and JH.
	LUFC email address failing	21/8/25 - Reported secretary email address failed. 6/11/25 – email address still not working
	LUFC Adults	21/07/25 – 2024/25 AGM Minutes and Financial Accounts received.
	LUFC Juniors	2023/24 & 2024/25 financial accounts outstanding.

Parish Wardens Report

Main activities since the October Council meeting:

- Contracted works:
 - Supported Holmes builders to resolve Annex low water pressure issue
 - Facilitated Staithe toilets drain survey
 - Developed quote for installing additional Christmas tree at Staithe
 - Facilitated installation of new basket swing at Kittens lane
 - Liaised with Highways re. access works at Jubilee Hall
- Response to Councillor/Parishioner concerns/reports:
 - Reported George Lane/ Kittens Lane Pothole to Highways
 - Investigated complaint re streetlighting on Cannel Road
- Playground maintenance:
 - Identified failing swing bearing at Kittens lane. Removed seat to mitigate safety concern and sought quote for repair
 - potential safety issues pending resolution
 - Multiple weekly visits for Litter, glass, debris, broken shopping trolleys etc.
 - Molehill trip hazards removed at Broadlands play area
- Staithe Toilets:
 - Reported fly tipping incident outside DDA
 - Sourced and replaced unserviceable cistern fill valves
 - Investigated repeated theft of Toilet rolls from both Male and Female WC
- Installed Blue plaques as directed by History group at ten locations
- 'Fly' tipping at Jubilee Hall recycling reported to SNC
- Installed remembrance 'Tommies' on Farthing green, 'poppies' on Church plain and closure notices in carpark
- Weekly inspection; Public open spaces, Parish trees, Annex Offices and Staithe
- Tennis courts inspected and leaf vacuumed (multiple visits due to leaf fall)
- Routine litter picking; Jubilee field, Hockey field, Pyes Mill
- Ad-Hoc Litter picking across the Parish on opportunity basis
- Regular inspection of Staithe; toilets, car park area and waterfront
- Monthly safety inspection at Pyes Mill
- Operation of Allotment water pumps checked. Damaged pump repaired
- Legionella flushing and temperature control readings completed
- Fire Alarm System, Emergency lighting, and CO Monitor checks complete
- Christmas lights made ready for deployment
- Completed annual PAT testing of Council electrical assets
- CCTV Cameras checked and cleaned
- Annual Emergency lighting check completed
- War Memorial inspected, weeded, and swept
- Footpaths; 8, 9,10,11,14,15, 16 & 18 Inspected and pinch points cut back.

BIODIVERSITY WARDEN REPORT NOVEMBER 2025

Actions since October:

1. I attended the Norfolk Wildlife Trust meeting on 'Wilder Claylands', held at Poringland Community Centre on 22nd. October. Their main aim is to implement a vast to biodiversity improvement in the south Norfolk Area in the next 25 years. More information is available on their website or from me.
2. I visited the 'Loddon Woodland Area Project', being worked on by The Town Council. I have advised Emily to consult Norfolk Wildlife Trust as to the importance of the area and have agreed to be involved in the plan in the future. I am advised that there will be minimal disturbance to the centre of the woodland.
3. I met with Emily to discuss the role of Biodiversity Warden where we covered various aspects included in Loddon's Biodiversity Plan. I have agreed to formulate some goals that, hopefully, can be accomplished during the coming year.

Points suggested for 2026:

Monitor and survey the area that was once Loddon Hockey Field Pond.

Monitor and survey Loddon Woodland Project.

Contact N.C.C. regarding their cutting policy for Roadside Nature Reserve no. 96, at the junction of Beccles Road and A146. (once the site of Bee Orchids and surveyed on a regular basis). The marker post is clearly visible in the centre.



Encourage householders to garden in a more sympathetic way towards wildlife.

Produce leaflets to support the above idea in conjunction with South Yare Wildlife Group and B-Line. Both of these groups exist already and can be of help along with N.W.T.

Produce some sort of signage to be offered to owners of areas being managed for wildlife. This would give an explanation to all and hopefully encourage others to do the same. Also explore the possibility of small pin badges for householders that support the idea.

I hope these ideas are acceptable to The Council.

Carol Webb.

App Number	App Type	Address	Proposal	Application/Decision	Decision
2025/2831	Works to TPO Trees	38 Cannell Road Loddon Norfolk NR14 6DW	T3778 Common Oak TPO ref SN330 - Reduce the overall crown as follows: N - by 2m from 7.5m to 5.5m. S - by 2m from 7.5m to 5.5m. E - by 2m from 7.5m to 5.5m. W - by 2m from 7m to 5m. Height - by 3m from 18m to 15m and remove any deadwood over 1cm in diameter.	D	Approval with Conditions (Delegated)
2025/2847	Notice of works to trees in Conservation Area	31 Mill Road Loddon Norfolk NR14 6DR	T1 Lombardy poplar - To fell.	D	No objections (Delegated)
2025/3017	Works to TPO trees	19 Water Meadow Close Loddon Norfolk NR14 6UP	T1 Oak - Crown lift to a height of 4-6m over garden and neighbouring property LTC Not consulted	A	
2025/3133 (2021/2437)	Approval of Condition Details	Land East Of Beccles Road Loddon Norfolk	Details for condition 14 - Biodiversity Enhancement & Management Plan of permission 2021/2437 LTC Not consulted	A	
2024/1054 Amended 15/10/25	Full Planning Permission	Bridge Stores 41 Bridge Street Loddon Norfolk NR14 6NA	Division of existing retail shop floor into additional unit and change of use from storage into café	A	
2025/3017	Works to TPO trees	19 Water Meadow Close Loddon Norfolk NR14 6UP	T1 Oak - Crown lift to a height of 4-6m over garden and neighbouring property	D	Approval with Conditions (Delegated)
2025/2668	Listed Building Consent	3 Church Plain Loddon Norfolk NR14 6LX	Replacement of two rear windows	D	Approval with Conditions

Date of Decision
10/10/2025
06/10/2025
29/10/2025
20/10/2025

Loddon Town Council Clerk

From: Julie Appleby
Sent: 06 November 2025 19:54
To: Loddon Town Council Clerk
Cc: Admin and allotment officer
Subject: Love Loddon Community Group Report - October/November 2025

Love Loddon Community Group - October/November 2025

A well-attended session, whereby the winter bedding violas were planted up on 5th of October and are looking lovely already. We also made a good start at St Johns by chopping back the shrubs at the rear of the carpark and weeding the beds. We have also since replanted the plants originally from the Bee-line bed at the Staithe there. Larry & Sophie kindly hosted us again for coffee afterwards and Carol Priest made us cake!

Sunday, 19th of October, found us planting several hundred crocus bulbs, aided by the Loddon 1st Brownie pack. We just managed to get them in the ground along the Beccles Road, Farthing Green and at Church Plain before the rain came and so efficient were all the volunteers, that we even managed another half an hour or so working at St Johns.

I am meeting with the Parish Warden on Friday 7th to have a catch up and discuss replacing the occasional bench in front of St John's.

Our last working session of 2025 is leaf sweeping on Church Plain on 30th of November, followed by coffee and mince pies in the Swan as a thank you to the Love Loddon volunteers who have made such a difference to our town this year. It continues to be a great privilege to work alongside such an amazing group of people.

We also received the wonderful news that Cecil Amey have kindly agreed to sponsor our flower displays again for 2026!

Other updates:

The Blue Plaque project is nearly there. The remaining phase of an additional four or five more plaques has been particularly troublesome, as we have had great difficulty in reaching some homeowners or getting copy approved. However, the booklet is now at the stage of being edited. Many thanks to Carol Webb for her perseverance with this initiative.

Other proposals in conjunction with SNC, including a new sign on entering Loddon from Chedgrave and the hanging basket trees on Church Plain have stalled for the moment. Thanks to office team for their on-going efforts. However, I am REALLY looking forward to seeing the new Christmas Tree at the Staithe! 🎄

Our current/new meeting dates:

LLCG meet 10am, Church Plain (unless otherwise stated)

Sunday 30/11 - Leaf sweeping
Saturday 7/2 10am - Planning meeting in the Swan
Sunday 1/3
Sunday 22/3

Best wishes
Julie

Julie Appleby
Town Councillor

Loddon Town Council
The Library Annexe, Church Plain,

Loddon, Norwich, NR14 6EX

01508 522 020 (Office is open 9am – 12 midday, Tuesday, Wednesday and Thursday)
01508 486 128 (Emergencies only)

www.loddontowncouncil.gov.uk
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