

Dear Councillors, you are summoned to attend the meeting of Loddon Parish Council, to be held in the Hollies Rear Hall on Wednesday 8 March 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* (Parish Clerk)

Dated: 2 March 2023

AGENDA

- 1. Welcome and Meeting etiquette (and to note if anyone wishes to record the meeting)**
- 2. To receive and consider apologies for absence and consider accepting them**
- 3. To note the resignation of Cllr Margaret Wallace**
- 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 February 2023**
- 6. To receive an update on matters arising from previous meetings (not on this agenda)**
 - 6.1: St George's Park Grit bin
 - 6.2: May 2023 Local Elections
- 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: Parish Councillors' Reports (including Outside Representative Roles)
 - 8.3: Clerk's Report
 - 8.4: Administration and Allotment Officer's Report
 - 8.5: Parish Warden's Report
 - 8.6: Data Protection Matters
- 9. To receive the finance report from the Responsible Finance Officer**
 - 9.1: To approve accounts for payment in accordance with the Budget (list tabled)
 - 9.2: To receive the Bank Reconciliation to 28 February 2023
 - 9.3: To receive an update on the bank signatories

- 9.4: To review the Financial Risk Management
- 9.5: To receive a report on the expenditure on the professional service to assist the Council with Freedom of Information requests and related matters
- 9.6: To note the Loddon & Chedgrave Playing Field Committee resolution to move the Committee accounts to a new bank and online banking
- 9.7: To consider purchasing an accounting software package
- 9.8: To consider the budget allocation for the Coronation Celebration
- 9.9: To consider a small grant application from Loddon Flower Club
- 9.10: To consider a request from the Jubilee Hall for a contribution towards re-painting the car park lines
- 9.11: To receive an update on the grant applications for the Library Annexe toilet and kitchen refurbishment and agree additional costs such as planning permission and consent from Landlord

10. To receive further details from the Clerk regarding Loddon Community Allotment Society's request to remove the Alder Trees from Loddon Allotments

11. Council Representatives

- 11.1: To appoint a Council representative to the L & C Playing Field Committee
- 11.2: To appoint a Council substitute representative to the L & C Playing Field Committee
- 11.3: To appoint a Councillor to the Personnel Committee

12. Governance

- 12.1: To consider an amendment to the Access to Information Policy

13. Planning *(all applications are listed on LPC's Planning Schedule which is attached to the minutes and agenda)*

13.1: To consider a response to planning applications received from South Norfolk Council;

- 2021/2522 (Duplicate Application of 2021/2437):
- 2022/1995: 2 Church Plain Loddon Norfolk NR14 6EX: Retention of existing cafe with proposed extension and alterations of existing building to provide six dwellings with associated landscape work

13.2: To note decisions on planning applications by South Norfolk Council

13.3: To note planning applications received from Broads Authority

13.4: To note decisions on planning applications by Broads Authority

14. To receive highways information and agree any necessary action

- 14.1: To receive a report on the speed awareness message (Sam2)

15. To receive an update on the Chet Neighbourhood Plan Steering Group

- 15.1 LPC are requested to approve the first draft of the Neighbourhood Plan so that it can be passed to the local planning authorities for comment and environmental screening determination
- 15.2: To receive for information the minutes from the Steering Group meetings

16. To receive an update from the Events Committee

- 16.1: To receive for information the minutes from the meeting held on the 22 February 2023
- 16.2: To receive an update on the events committee, including the task group formed to improve the flower beds on Church Plain
- 16.3: To consider cancelling the fete that had been proposed on the 4 of June 2023

17. To receive an update on the Jubilee Hall Management Committee

17.1 To receive the minutes of the car park meeting held on the 8 January 2023

18. To receive an update from the Loddon & Chedgrave Playing Field Committee

19. To receive an update on the Emergency Plan Working Party

20. To receive an update on the Community Larder

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

22. To consider any items for a future agenda

23. To consider revising the date of the annual Parish Council meeting

24. To consider revising the meeting date for the annual parish meeting

25. Date of next meeting: The next meeting of the Parish Council will be Wednesday 12 April 2023 at 7.00pm, held in the Hollies Rear Hall. (Agenda items to Clerk by the 5 April 2023).