

LODDON PARISH COUNCIL

Minutes of Loddon Parish Council meeting held on Thursday 13th June 2019 at
7.00pm in The Library Annexe, Loddon

Present:

Kay Mason-Billig	(KMB)
Gary Knights	(GK)
June Strickland	(JS)
Daniel Scott	(DS)
Steve Swanson	(SS)
Margaret Wallace	(MW)

In Attendance:

Donna Hodds	(DH)	Finance & Projects Officer
Anne Panella	(AP)	Parish Clerk
Barry Stone	(BS)	County Councillor

WELCOME

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

APOLOGIES FOR ABSENCE

- 64 Were received from C Binfield and J Hale.

DECLARATIONS OF INTEREST

- 65 None were received.

APPROVAL OF THE MINUTES OF THE MEETING HELD ON THURSDAY 9th MAY 2019

- 66 Minute 35: to confirm the membership of the Committees:

Personnel Committee:	GK, MW, JS
Playing Field Committee:	MW, CB
Highways/War Memorial:	JS, SS
Jubilee Hall Mngt Committee:	JH
Loddon & District Bus. Assoc:	JS

- 67 Minute 59: KMB is Chair of *Stronger Communities and Governance*. £9 million savings will be realised over five years due to the collaboration with Broadland DC. All the social housing that was lost through the Right to Buy legislation has now been replaced.

Resolved: to approve the Minutes of the meeting held on 9th May 2019 with the above amendments. Proposed by SS, seconded MW. All in agreement.

MATTERS ARISING

- 68 Minute 52: tree works on land at junction of Filbert Road/Garden Court: in addition to unapproved works carried out on protected trees a hedge has also been removed and a bonfire, which caused nuisance to neighbours, was left burning overnight. SNC have been informed.

PLANNING

- 69 2019/1118: 43 Bridge Street: relocate main barn entrance from front to rear, window changes and external alterations.

Resolved: to approve the above Planning Applications. Proposed by MW, seconded by SS. All in agreement.

- 70 The following applications have been approved:
- a. 2019/1011: 2 Church Plain: Works to trees in conservation area
 - b. 2019/0921: 4 Low Bungay Road: fell Fir tree

The following application has been withdrawn

- c. 2019/2134: Hales Hall; installation of formal car park for 104 spaces

TO RECEIVE, FOR INFORMATION, REPORT FROM COUNTY COUNCILLORS

- 71
- a. BS confirmed he is Chair of the Infrastructure & Development Select Committee: a full report will be considered by County Council in September.
 - b. NCC Environment Policy is to be updated; currently seeking advice from external experts. There have been discussions with Extinction Rebellion.
 - c. BS is also on the Greater Norwich Partnership Board: remit yet to be confirmed
 - d. £6.5 million is being invested in transport: cycle, Park & Ride, car parking and strategy to reduce the single journey use of cars
 - e. Bus Routes: throughout the county bus operators have removed a number of routes due to lack of use.
 - f. Pot Hole by White Horse: has been there for several weeks. Will request Highways to inspect and repair

PUBLIC FORUM

- 72 Better Together: a project designed to combat isolation and loneliness: Loddon has been identified as a high-risk area. The project will provide information and support on how to become involved in the activities and opportunities in the local area by signposting to local groups and communities as well as providing advice on transport, health, housing. It is for everyone over the age of 18 to access and a display will be set up in the Library.
- 73 B-Line: a local initiative to combat the reduction in the Bee population by identifying sites that already, or could be enhanced, to provide pollinator benefits by the creation of a 3km wide corridor centered on the Chet and its tributaries. Within the local areas some sites are already been progressed: Marina, Loddon Surgery and Chedgrave Churchyard.
- 74 The Norfolk Wildlife Trust are assisting with a funding bid and detailed project plan with a formal launch in Spring 2020. Agreed that LPC would provide a formal letter of support; DS offered to liaise with B-line in discussing potential sites.

FINANCE REPORT AND ACCOUNTS FOR PAYMENT

- 75 = shaded items are Cheques to be signed

South Norfolk Council	Business Rates - Annex	-£427.00
South Norfolk Council	Business Rates - Staithe Toilets	-£167.00
Jarretts Plumbing	Works to Heating in Annex	-£1,642.99
Came & Company	Skatepark insurance	-£100.64
Talk Talk	Telephone and Broadband	-£43.70

intY Ltd	Office 365	-£11.28
Salaries	May	-£2,414.66
Norfolk Pension Fund	May	-£559.10
HMRC	May	-£179.48
Anne Panella (Amazon)	Key Lock Box	-£12.99
Elegance	Office and Toilet Cleaning	-£1,072.00
HTS Supplies Ltd	Toilet Roll	-£97.15
Loddon Garden & DIY	Grass Cutting	-£2,444.96
BNP Paribas	Printer Leasing	-£183.00
	TOTAL	-£9,255.31

- 76 a. Proposed Signage for Skatepark: amended sign presented and agreed.
b. IT security at £10/month: obtain a further quote for comparison

Resolved: to agree the above payments. Proposed by DS, seconded by MW. All in agreement.

- 77 c. Elegance frequently carry out additional repairs and work on behalf of LPC; to date this has been an informal arrangement whereby Elegance seek the permission of LPC by telephone or email. It is suggested that a formal agreement be put in place whereby Elegance can make up to two repairs per month at no more than £50 each without informing LPC beforehand. To be reviewed after two months.

Resolved: to agree the above for a period of two months. Majority in favour.

- 78 The following to note:

- d. the final cheque on the Skatepark, issued four weeks ago, has yet to be cashed
e. Norfolk Property Services, landlord for the Library Annexe, have contacted LPC with a view to finalising the Lease details taking into account the costs incurred by LPC to carry out repairs and replacements for the heaters
f. VAT up to October 2018 has been claimed. A further claim from November 2018 to March 2019 will be submitted within the next month

ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)

- 79 Internal Auditor has now completed the audit and found no issues of concern. All in agreement that the Annual Governance Statements and Accounting Statements are correct and no queries were raised.

Resolved: to approve the AGAR FOR 2018/19. Proposed by MW seconded by GK. All in agreement.

STREETLIGHTS

- 80 In March 2018 LPC made a decision that they would not take over the streetlights in Loddon that are currently owned and maintained by SNC. The cost of their upkeep is raised through Special Expenses (an additional cost on residents Council Tax bills amounting to less than £5 per house/annum).

- 81 SNC have asked LPC to reconsider this decision. Following comments from LPC, SNC have agreed to adjust the number of Needed lights to 19 within the village leaving 14 lights that will be removed from August if LPC does not wish to take over their management and maintenance.

- 82 Residents in the locality of the lights, who have replied to the consultation, have confirmed they wish the lights to remain. The lights will not require replacement for approx. 10 years and SNC will provide £800 per column at handover towards replacement cost of £1,700 per column. The additional monies will be raised over a number of years through the annual Precept.
- 83 Agreed to seek information on costs for maintenance and insurance in order to make a decision at July LPC meeting.

TO RECEIVE, FOR INFORMATION, REPORTS FROM PARISH COUNCILLORS

- 84 Community Speed Watch: DS has contacted 101 on a number of occasions to seek information on how LPC can set up a Speed Watch: to date no response. Clerk to contact Police Engagement Officer. Noted that Chedgrave have already purchased the equipment required and may be agreeable to sharing costs and use.
- 85 Staithe: a tree has been severely trimmed yet no permissions were sought to carry out this work.
- 86 Tourist Information: JS/GK have met with the TIC co-ordinator and noted that footfall is again down this year although may be due to weather. The location of the Library Annexe may be an issue so improved signage is being put in place.
- 87 Churchyard inspection: JS confirmed that the churchyard and war memorial have been inspected and no issues of concern were noted.
- 88 Library Annexe Alarm: if the alarm is activated a call is directed to one of two parish councillors. However, the two named people are no longer on the parish council. JS and GK offered to be the contacts going forward.
- 89 The Terrace: work is progressing and the venue will be opened shortly. It is understood that currently there are no plans to put tables to the rear of the premises.
- 90 Skatepark Inspections: RoSPA conduct an annual inspection but LPC carries out more informal 2-weekly inspections to note any repairs or damages that may have occurred. DS offered to carry out these inspections.
- 91 Skatepark Official Opening: agreed date of 20th or 21st July before the end of the school term. Need to confirm the form of publicity; who will be invited to open the park; speak with school as some students offered suggestions on design. It was suggested this will be an opportunity to meet local businesses who carry out work for LPC.

TO RECEIVE, FOR INFORMATION, REPORT FROM DISTRICT COUNCILLOR

- 92
- KMB confirmed that SNC is carrying out a 5-year review of the Local Plan.
 - Waste Collection: legislation may make food waste collections compulsory, which can present a number of issues within rural areas. A further suggestion/recommendation of making garden waste collections free of charge would impact on SNC revenue stream
 - Re-Use Electrical Event: the next event Monday 24th June in Costessey. Second-hand reconditioned electrical equipment is available to purchase.

POLICE REPORT

- 93 Just received this evening and was distributed.

TO RECEIVE LIST OF SIGNIFICANT CORRESPONDENCE

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

DATES OF FUTURE MEETINGS: all on Thursday at 7.00pm

- 95
- a. Thursday 11th July. Agenda items to Clerk by 3rd July
 - b. Thursday 8th August (only held if required)
 - c. Thursday 12th September. Agenda items to Clerk by 4th September

The meeting ended at 9.30 pm