

Dear Councillors, you are summoned to attend the meeting of Loddon Parish Council, to be held in the Library Annexe Rear Hall on Wednesday 13 April 2022 at 7.30pm.

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: 05 April 2022

AGENDA

1. **Welcome and Meeting etiquette (note if anyone wishes to record the meeting)**
2. **To receive any apologies for absence and consider accepting them**
3. **To receive declarations of interest for items on the agenda and to consider any requests for dispensations**
4. **To approve as a correct record, the Minutes of the meeting held on the 09 March 2022.**

5. **To receive an update on matters arising from previous meetings (not on this agenda)**
 - 5.1: Cycle Parking
 - 5.2: Staithe Footbridge
 - 5.3: Broadland Meadow Public Open Space Adoption
 - 5.4: Church Plain Bus Shelter
 - 5.5: Playing Field Insurance Claim
 - 5.6: Fruit Trees at the Allotment
 - 5.7: Complainant classified as unreasonably persistent or as behaving unreasonably
 - 5.8: South Norfolk Council 'Welcome Back Campaign'

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 (for information only and previously circulated)**
 - 7.1: Chairman's Report
 - 7.2: Parish Councillors' Reports (including Outside Representative Roles and Wardens)
 - 7.3: Clerk's Report
 - 7.4: Administration and Allotment Officer's Report
 - 7.5: Parish Warden Report

8. **To receive the finance report from the Responsible Finance Officer**
 - 8.1: To approve accounts for payment in accordance with the Budget (list tabled)
 - 8.2: To receive the Bank Reconciliation to 31 March 2022

- 8.3: Quarter 4 Budget Monitoring Report
- 8.4: To consider the quotes for Loddon War Memorial
- 8.5: To consider a donation to the Priscilla Bacon Hospice
- 8.6: To consider purchasing a plaque for the Allotment Community Fruit Trees
- 8.7: To consider quotes for replacement gates for the Annexe yard
- 8.8: To consider a Small Grant application from Loddon Community Gym
- 8.9: To consider quotes for a Principle Designer and Contract Administrator for the installation of the Staithe Toilet steel doors
- 8.10: To note a summary of 10 years receipts and payments at the Allotments
- 8.11: To note the progress of an insurance claim against PHS's insurers for damage to the Staithe Toilets
- 8.12: To receive quotes for Staithe Toilet roof cleaning
- 8.13: To report that the Local Area Network Connection at the Staithe Toilets that has been agreed under Clerk's Delegated Powers

9. To consider the Emergency Plan Update and decide any necessary action

10. To receive an update from the Events Committee

- 10.1: To receive for information the minutes of the meeting held on the 16/30th March 2022
- 10.2: To receive an update from the Events Committee
- 10.3: To request volunteers to man the LPC tent during the Platinum Jubilee Event (1-hour stints)
- 10.4: To request volunteers to sell and distribute Platinum Jubilee Event raffle tickets

11. Jubilee Hall Car Park

- 11.1: To receive an update from LPC's Solicitor Allens Cade and Gilbert and to decide how to proceed

12. Loddon & Chedgrave Playing Field Committee

- 12.1: To receive a report from the Playing Field Committee Representatives

13. Chet Neighbourhood Plan Steering Group

- 13.1: To receive a report from the Project Officer
- 13.2: To note that the Steering Group do not wish to be a Committee and to consider adopting the Chet Neighbourhood Plan Steering Group Terms of Reference

14. To receive a report from the Building Refurbishment Working Party

- 14.1: To receive an update on the replacement automatic locking steel doors at the Staithe Toilets
- 14.2: To note that Cllr Scott has resigned from the Building Refurbishment Working Party
- 14.3: To consider dissolving the Building Refurbishment Working Party

15. Working Parties

- 15.1: To consider dissolving the Public Open Space Working Party
- 15.2: To consider dissolving the Neighbourhood Plan Working Party

16. To consider adopting the revised Scheme of Delegation

17. Planning

- 17.1: To receive a report from the Planning Working Party**

17.2: To consider planning applications received from South Norfolk Council: *Please refer to the Planning Schedule published on the LPC website.*

17.3: To note decisions on planning applications by South Norfolk Council: *Please refer to the Planning Schedule published on the LPC website.*

17.4: To note planning applications received from Broads Authority: None

17.5: To note decisions on planning applications by Broads Authority: None

18. To receive highways information and agree any necessary action

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

19. To consider setting a date for The Big South Norfolk Litter Pick 2022

20. To consider correspondence and determine a response if required

21. To consider any items for a future agenda

22. Date of next meeting: The next meeting of the Parish Council will be Wednesday 11 May 2022 at 7.00pm. (Agenda items to Clerk by the 04 May 2022).