

Dear Councillors, you are summoned to attend the meeting of Loddon Town Council, to be held in the Hollies Rear Hall on Wednesday 13 March 2024 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: 7 March 2024

AGENDA

1. **Welcome and Meeting etiquette (note if anyone wishes to record the meeting)**
2. **To receive and consider apologies for absence and consider accepting them**
3. **To receive any 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 28 February 2024**
5. **To receive an update on matters arising from previous meetings (not on this agenda)**
 - 5.1: Library Annexe renovations
 - 5.2: Skate Park repairs
 - 5.3: Transfer of Saffron Land adjacent to Crossways Terrace
 - 5.4: Transfer of the Staithe Toilets
 - 5.5: Staithe and Staithe Footbridge
 - 5.6: War Memorial wreath stand
 - 5.7: LBPT Meeting - 3rd April 2024
 - 5.8: Gold Standard Bus Stop
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: 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
8. **To receive the finance report from the Responsible Finance Officer**
 - 8.1: To receive the Bank Reconciliation to 29 February 2024
 - 8.2: To approve accounts for payment in accordance with the Budget (list tabled)
 - 8.3: To receive a report on the expenditure on the professional service to assist the Council with Freedom of Information requests and related matters
 - 8.4: To review the Financial Risk Management Policy
 - 8.5: To review the Statement of Internal Control

- 8.6: To consider quotes for the installation of The Old School noticeboard and the benches on Farthing Green
- 8.7: To consider a Small Grant application from the Loddon Community First Responders
- 8.8: To consider a Small Grant application from the Jubilee Hall Management Committee
- 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
- 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 Broads Authority
- 10. Public Open Space, Assets and Highways**
- 10.1: To consider applying for a Licence for a Community Orchard off Cannell Road
- 10.2: To receive an update on discussions regarding provision of offsite Public Open Space
- 10.3: To consider the Broads Authority free 24-hour mooring at Pyes Mill and the Staithe
- 10.4: To receive the Sam2 reports for information
- 11. To consider combining the annual parish meeting with the proposed volunteer event**
- 12. To consider holding the annual Big Litter Pick event**
- 13. To receive an update on the strategic planning session held on the 6 March 2024 and agree any necessary action**
- 14. To receive updates from:**
- 14.1: Personnel Committee
- 14.2: Events Committee
- 14.3: Loddon & Chedgrave Playing Field Committee
- 14.4: Chet Neighbourhood Plan Steering Group
- 14.5: Love Loddon Community Group
- 14.6: Community Larder
- 14.7: Jubilee Hall Management Committee
- 15. To consider correspondence received and determine a response if required**
- 16. To consider any items for a future agenda**
- 17. Date of next meeting:** The next full Council meeting will be held on Wednesday 10 April 2024 at 7.00pm, held in the Hollies Rear Hall. (Agenda items to Clerk by the 3 April 2024).
- 18. 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)
- 19. To receive an update on the data requests and agree any necessary action**