

LODDON PARISH COUNCIL

Minutes of Loddon Parish Council meeting held on Thursday 14th March 2019 at 7.00pm in The Library Annexe, Loddon

Present:

Gary Knights	(GK)
Ray Lumley	(RL)
Michael Roe	(MR)
June Strickland	(JS)
Steve Swanson	(SS)
Margaret Wallace	(MW)

In Attendance: **Anne Panella** **(AP) Parish Clerk**

WELCOME

292 The Chair welcomed all to the meeting and confirmed that no-one wanted to record the meeting.

APOLOGIES FOR ABSENCE

293 Were received from David Bingham, Paul Clemence, John Coupe, Peggy Fulleylove, Sophie Garrett, Colin Gould and Barry Stone.

DECLARATIONS OF INTEREST

294 None were received.

APPROVAL OF THE MINUTES OF THE MEETING HELD ON THURSDAY 14th FEBRUARY 2019

Resolved: to approve the Minutes of the meeting held on 14th February 2019. Proposed by RL, seconded SS. All in agreement.

MATTERS ARISING

295 Minute 286: confirmed that those using the electric charge points in the carpark will require a parking ticket but noted that the electricity charge is free.

296 Future management of Staithe: confirmed that LPC would like to receive the annual management costs for the Staithe plus anticipated capital costs for the next 10 years.

TO RECEIVE, FOR INFORMATION, REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

297 No reports were provided and both have sent apologies.

PLANNING

298 20190487: 20 Mill Road - variation on previous application. Single storey garage retained and proposed 1.5 storey extension omitted. Proposed side garage, office and sunroom with amendment to roof. **No objections raised. Proposed by SS, seconded by RL to accept. All in agreement**

- 299 **The following application has been approved**
2019/0117: Conversion of former bank building to cafe/restaurant. Approval has been granted subject to amendments: use of front terrace not after 7.00pm and redesign of the flue.

PUBLIC FORUM

- 300 Kings Head Pub: has recently been painted green and queries raised if the colour is approved for a conservation area. Clerk to check with SNC Conservation Officer. **AP**
- 301 SAM2 traffic calming: Highways will confirm in the next three weeks if LPC has been successful in the funding application to purchase the speed activated signs.

FINANCE REPORT AND ACCOUNTS FOR PAYMENT

Jarrett Plumbing & Heating ltd	Repair faulty heater (2 invoices)	£144.00
TalkTalk	Telephone	£43.70
JW Smart Meters	Shower Tokens	£132.00
Staff	February Salaries	£1430.20
Norfolk Pension fund	February Contribution	£337.08
HMRC	February Contribution	£263.11
Anne Panella	Office Supplies	£25.63
HTS Supplies	Supplies	£43.18
Roberts & Son	Printing	£44.00
Elegance	Toilet Cleaning	£1072.00
Loddon Garden & DIY	Grass cutting	£660.00
Inty Cascade Ltd. Direct Debit	Office 365 Subscription	£11.28
Hosting UK	Hosting of LPC website	£132.00
Griffin Horse Logging	Trim hedge and remove tree behind skatepark	£840.00
Eon: Direct Debit	Electricity at Pyes Mill	£10.02
BNP Paribas	Photocopier rental	£183.00
Adept	IT support	£29.30
Cash	Petty cash	£25.00
Anne Panella	Ad for Finance Officer in EDP	£238.80
	TOTAL	£5664.30

Resolved: to approve the above payments. Proposed by MW, seconded by RL. All in agreement.

- 303 a. Skatepark: a response has been received in answer to queries raised by LPC; the landscaping issues have been addressed and are now complete; the safety barrier onto Kittens Lane and the shelter within the park did not appear in the final design. However, it is noted that a number of the granite slabs are cracked and/or broken which is regarded as unacceptable. In addition, LPC require sight of the Safety report undertaken by RoSPA to provide assurance there are no outstanding issues before formal sign-off of the project. A further letter/email to the contractor requesting clarification on the above issues. **AP**
- 304 b. Bins for Playing Field/Skatepark area: agreed to purchase one additional bin to be sited in front of the skatepark **AP**

- 305 c. Signage: the details of this should be included in the RoSPA report – see Minute 303
- 306 d. Insurance: agreed to continue with the damage cover.
- 307 e. Allotments: work has been on-going by the Allotment Society and new tenancies are been confirmed. Costs for clearance work and fencing to be brought to a future meeting for approval
- 308 f. Heating in LPC office: the heater has been disconnected as was leaking gas. A quotation for a new heater is £1,369.16. Agreed to accept the quotation but seek response from the landlord on payment or rent reduction.

309 Finance & Projects post: the second appointment has also not been successful with the appointee withdrawing from the job after one week. The financial records and year end work is now urgently required and therefore agreed to out-source. Clerk to provide all the files/documents to Adepta within the next week.

AP

Resolved: to appoint Adepta to complete this work. Costs will be provided once the documents are reviewed. Proposed by JS, seconded by RL. Majority agreement.

TO RECEIVE, FOR INFORMATION, REPORTS FROM PARISH COUNCILLORS

310 Blocked drains: following the clearing on one drain on High Bungay Road MR contacted Highways seeking clarification on why other drains in the area were not also cleared. The response is: Highways no longer provide any routine drain clearance but when complaints or requests are received they will clear the identified drain but no others, even in closer proximity.

311 Loddon Tourist Information Centre: JS and GK will be speaking with L Fish in the coming week to confirm the opening of the TIC for 2019.

JS/GK

POLICE REPORT

312 Not yet received; when it does it will be forwarded to all Parish Councillors

AP

TO RECEIVE LIST OF SIGNIFICANT CORRESPONDENCE

313 The Secretary of State has refused permission to sell a small piece of the Allotments. At present the Allotments are well maintained if not at full occupancy. An appeal can be drawn up and considered at a later date.

AP

DATES OF FUTURE MEETINGS: all on Thursday at 7.00pm unless stated otherwise

- 314 a. 11th April to include Annual Parish Meeting. Agenda items to Clerk by 3rd April
- b. 9th May to include Annual Parish Council Meeting. Agenda items to Clerk by 1st May

The meeting ended at 8.00 pm