



Loddon Town Council

The Old School | Church Plain | Loddon | NR14 6EX

www.loddontowncouncil.gov.uk

Minutes of the meeting of Loddon Town Council (LTC) held on Wednesday 8 May 2024, 7.00pm in the Hollies Rear Hall.

Present: Cllr Andy Woodman (AW) - Chairman, Cllr Colin Binfield (CB) – Vice-chairman, Cllr Liz Marsham (LM), Cllr Kay Mason Billig (KB), Cllr Jane Hale (JH), Cllr Julie Appleby (JA) and Cllr Sam Bailey (SB).

In Attendance: Emily Curtis (Town Clerk), Anne Barnes (Locum RFO), Jo Leonard (AAO) and seven members of the public (MOP).

Absent: None

Welcome, Meeting Protocol and Etiquette:

Chairman Cllr AW welcomed everyone to the meeting. The Clerk confirmed that she did not wish to record the meeting.

1. Election of Chairman:

It was **resolved** to elect Cllr AW as Chairman and he duly signed the Declaration of Office.

2. Election of Vice-Chairman:

It was **resolved** to elect Cllr CB as Vice-Chairman and he duly signed the Declaration of Office.

3. Apologies for Absence:

The Council received and accepted apologies from Cllrs Natalie Henry and Mervyn Pointer.

4. Councillor Vacancy:

The Council has two vacancies. No applications have been received.

5. Declarations of Interest and Requests for Dispensations:

Cllrs JH, CB and LM declared an interest in any items on the agenda relating to the Jubilee Hall as they are Jubilee Hall Trustees. Cllr JA declared an interest in any items relating to St George's Park.

6. General Power of Competence:

LTC **resolved** to reconfirm its eligibility for the General Power of Competence. The Town Council hereby confirms that we still meet the eligibility criteria for adoption of a General Power of Competence as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

7. Appointments to Committees and Working Parties:

After discussion, the following changes were made to the membership of LTC's Committee and Working Parties:

Working Parties		Leader
Finance Working Party	All WP Leaders and Committee Chairmen, Chairman and Vice-Chairman.	Chairman
Emergency Plan Working Party	Cllr Liz Marsham. Cllr Andy Woodman, MOP's Arthur Morris, Jessie Powell, Jeremy Rowe	Arthur Morris
Love Loddon Community Group	Cllrs Julie Appleby, Colin Binfield, Mervyn Pointer and MOP's	Julie Appleby

Committees	Representatives	Chairman
Personnel Committee	Cllrs Mervyn Pointer, Colin Binfield & Julie Appleby	
Events Committee	Cllrs Liz Marsham, Julie Appleby, Natalie Henry & Jane Hale	Liz Marsham

Joint Committees	Representatives	Chairman
Loddon & Chedgrave Playing Field Committee (L & C PFC)	Cllrs Colin Binfield, Jane Hale (Substitute Liz Marsham)	Colin Binfield

Chet Neighbourhood Plan Steering Group	Representatives	Chairman
Loddon Town Council Representatives	Cllrs Jane Hale, Colin Binfield	Jane Hale

8. **Appointments of Cllrs to Outside Bodies:**

Due to the resignation of June Strickland, the following changes were made to the appointment of outside bodies.

Outside Representative	
Jubilee Hall Management Committee	Liz Marsham
Hales Green Steering Group	Jane Hale
Victorian Evening	Jane Hale
Churchyard Liaison	Andy Woodman

Cllr JH offered to be the Victorian Evening Representative should they still require one.
Action: Clerk.

9. **Policy Review:**

The Clerk had circulated a list of the Council's policies and highlighted the policies that were due for review. **Action.** Clerk to add policies to the agenda for review throughout the year.

10. **Asset Register Review:**

The Council reviewed the document. **Action:** RFO to check the building valuations.

11. **Insurance Arrangements:**

The RFO had circulated the Council's Insurance arrangements for review.

12. **Ordinary Council Meeting Dates:**

The Council **resolved** to continue to meet on the 2nd Wednesday of the month in the Rear Hall of the Hollies. The Council publishes a meeting date in August, but this meeting is only held if required. (unless otherwise notified)

13. **Minutes of the Meeting held on the 10 April 2024**

The Minutes of the meeting held on the 10 April 2024 were approved as a correct record.

14. Matters Arising:

14.1 Library Annexe Renovations

The Contract Administrator has put the works out to tender and the deadline for replies is the 27 May 2024. Contractors have been carrying out site visits to price up the removal of the asbestos.

14.2 Staithe and Staithe Footbridge

The Love Loddon Community Group Cllrs are meeting with the SNC Asset Officer on the 7 June 2024. Cllr CB reported that the path is still a Health and Safety concern: **Action:** Clerk to report to SNC.

14.3 Big Litter Pick

The annual Loddon Big Litter Pick is scheduled for Sunday the 26 May 2024 at 10.00am. The litter pickers will meet on Church Plain at 10.00am for registration, equipment and a group photo.

14.4 Replacement Knee High Fencing on the Old Hockey Field

The replacement knee high fencing on the Old Hockey Field has been installed by the contractor. **Action:** AAO to add the update to social media.

14.5 Net Zero Launch Event

Loddon and Chedgrave have been selected to take part in a net zero trial and there is a launch event on the 21 May 2024. **Action:** Cllr JH and Cllr AW to attend.

14.6 Community Orchard off Cannell Road

The SNC License for the Community Orchard has been signed and planting of seven full size fruit trees and wildflowers will commence in the Autumn. **Action:** LTC.

15. To receive reports from County and District Cllrs and Public Forum:

15.1 Report from District Councillor Jeremy Rowe (written by Jeremy Rowe): Appendix A
The report had been circulated in advance.

15.2 Report from District/County Councillor Kay Mason Billig:

Cllr KB has been re-elected as NCC's leader.

Cllr KB has helped Loddon First Responders to secure a portacabin which will be positioned adjacent to the Fire Station. Locating the First Responders on Fire Stations sites could be piloted for other First Responders in Norfolk.

15.3 Public Forum

St George's Park – a MOP informed the meeting that the SNC meeting was very successful. There was positive news relating to the completion of the public open spaces, communal meadow and play areas.

SNC have had a meeting with Halsbury Homes this week and the Action Group are meeting again with SNC on the 16 May 2024 at SNC Council.

The outstanding Section 104 (surface water/foul water) is with Halsbury Homes.

LTC gave thanks to the Loddon History Group for compiling an A1 poster detailing the history of the Old School. **Action:** Clerk to organise printing the poster.

16. Council Reports:

16.1 Chairman's Report

The report is attached to the minutes at Appendix B.

Cllr AW attended a Loddon RBL meeting and was presented with a certificate of appreciation "in recognition and appreciation of LTC's outstanding contributions to support of the Loddon Royal British Legion Branch".

16.2 Town Councillors' Reports

None.

16.3 Clerk's Report

The report is attached to the minutes at Appendix C.

16.4 Admin and Allotments Officer's Report

The report is attached to the minutes at Appendix D.

16.5 Parish Warden's Report

The report is attached to the minutes at Appendix E.

16.6 Data Protection Matters

The report is attached to the minutes at Appendix F.

17. Finance Report:

17.1 Bank Reconciliation to 30 April 2024

The balance of Loddon Town Council's accounts as of the 30 April 2024 was £362,098.28 This includes £195,088 of ear-marked funds, including CIL receipts of £6,070, and £167,010.28 of general funds.

17.2 Accounts for Payment in Accordance with the Budget

The RFO presented the list of payments (Appendix G), and after review, it was **resolved** to approve this list of payment. **Action:** RFO.

Cllr JH and Cllr JA declared an interest as they are both listed as payees and abstained from the vote.

17.3 Report on expenditure on professional services on data related matters

The RFO informed the Council that expenditure relating to professional support from the Complainant and associates to date totals £12,325.27 excl VAT.

17.4 Trial Balance and Bank Reconciliations 2023-24

It was **resolved** to approve the 2023-24 Trial Balance and Bank Reconciliations.

17.5 Small Grant Application from Loddon United Football Club

It was **resolved** to grant £200 to Loddon United Football Club to assist with the provision of First Aid for their upcoming five a side event. **Action:** RFO.

17.6 Renewing the Skate Park Paths

Five contractors were contacted for a quote to improve the surface of the paths as the edges have become exposed which is a trip hazard. It was **resolved** to proceed with contractor A at a cost of £2,291.67. **Action:** RFO/PW.

17.7 Frontage of The Old School

Five contractors were contacted and asked to provide a quote to tidy and dress the front area of the Old School with gravel. It was **resolved** to proceed with contractor A at a cost

of £416.67. Cllr JH suggested that the library is invited to contribute to the works. **Action:** RFO.

17.8 Annual Governance Statement 2023-24

The Annual Government Statement was circulated but cannot be signed until the Internal Audit has been approved. **Action:** June 2024 agenda.

17.9 Accounting Statement 2023-24

The Accounting Statement was circulated but cannot be signed until the Internal Audit has been approved. **Action:** June 2024 agenda.

17.10 Notification of commencement dates for the exercise of public rights

The Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return has been prepared and the dates for inspection of the accounts are Monday 3 June 2024 to Friday 12 July 2024. The notice will be placed on the LTC website and Church Plain noticeboard on Monday 20 May 2024. The 2023-2024 Annual Internal Audit Report and AGAR sections 1 and 2 will be placed on the website at the same time.

17.11 To receive the 2023-24 CIL report

Deferred. **Action:** June 2024 agenda.

18. Planning:

18.1 St George's Park

Cllr KB presented the plans for phase 2 of the highways works planned for George Lane which will include additional footways and a pedestrian crossing.

Halsbury Homes are still responsible for the roundabout and a commuted sum will need to be paid to NCC in order for NCC Highways to adopt the roundabout and landscaping. It was hoped that the footpaths will follow the existing desire lines.

A proposal for posts on Kitten's Lane to ensure that people park safely are also being considered.

18.2 Planning Applications from South Norfolk Council: *Please refer to the Planning Report (Appendix H).*

- a) 2024/1054 – Former Bridge Stores. It was **resolved** to respond with no objections. **Action:** AAO.
- b) 2021/2437 – Hopkins Homes, Beccles Road. The item was discussed at SNC's Planning Development Committee held on the 8 May 2024. The recording is available to view on [YouTube](#).
- c) 2024/1189 - Former Mussett Engineering Site. It was **resolved** to object on the basis that they can't apply for planning permission to paint a fence that has not received planning consent to be installed. **Action:** AAO.

18.3 Decisions on Planning Applications from South Norfolk Council: *Please refer to the Planning Report (Appendix H).*

18.4 Planning Applications from the Broads Authority: *Please refer to the Planning Report (Appendix H).*

18.5 Decisions on Planning Applications from the Broads Authority: *Please refer to the Planning Report (Appendix H).*

LTC have not received any formal notification regarding the planning approval relating to the two bridges to be installed on the Wherryman's Way at Hardley. It was commented that the Broads Authority have not communicated effectively with all the stakeholders involved in the Wherryman's Way. **Action:** Cllr AW will invite Chedgrave Parish Council Cllr to attend an LTC meeting and give an update

19. Public Open Space, Assets and Highways:

19.1 Purchase of Saffron Land Adjacent to Crossways Terrace

LTC have approached Saffron to discuss the possibility of purchasing the land adjacent to the Loddon & Chedgrave Playing Field with a view to provide an overflow car parking area. Saffron have sent LTC their valuation of the land. The Cllrs resolved that the value was too high, especially as they were reducing the burden on Saffron's grounds maintenance costs. LTC have not received a response to their request to lease the land. It was **resolved** to organise an independent valuation of the land. **Action:** Clerk.

19.2 A146 Bus Stop and Bus Shelter

Cllr KB reported that NCC are implementing their Bus Service Improvement Plan and bus stops and a bus shelter are being proposed for the A146 (Norwich Inbound). Cllr KB has kindly offered to fund the bus stop from her County Members Budget. A design was circulated and reviewed. LTC can utilise the Parish Partnership Scheme for trod (compacted earth) paths. This will give Loddon access to the faster bus service (X2 & 146).

19.3 The Hollies Community Building

A decision relating to the future of the building was deferred as the financial accounts had not yet been received. **Action:** LBPT.

19.4 Wherryman's Way Update

This item was discussed earlier in the meeting (18.5).

19.5 Phase 2 on George Lane (pedestrian Crossing)

This item was discussed earlier in the meeting (18.1).

19.6 Sam2 Reports

The Sam2 reports had been previously circulated to Council. Cllr CB reported that the data for George Lane identifies that there was not a major speeding problem on that particular road in Loddon. Thanks to the Council volunteers for relocating the Sam2 on a four-weekly basis.

20. Updates from Committees, Representatives and Working Parties:

20.1 Personnel Committee

The draft Personnel Committee minutes from the meeting held on the 30 April had been circulated prior to the meeting. Interviews for the RFO role will be held on the 13 May 2024. The next meeting is scheduled for the 14 May 2024. **Action:** Personnel Committee to appoint a new Chairman.

20.2 Events Committee

Cllr LM gave a verbal update and displayed the planned layout for the Chet Valley Summer Fete planned for 6 July 2024.

The Events Committee met on the 24 April 2024 but due to two resignations, the meeting was not quorate. However, an informal meeting was held, and the draft notes have been circulated. The next meeting is on the 29 May 2024.

20.3 Loddon & Chedgrave Playing Field Committee

The Loddon & Chedgrave Playing Field Committee met on the 17 April 2024.
The report is attached to the minutes Appendix I.

20.4 **Chet Neighbourhood Plan**

Cllr JH gave a verbal report. The Steering Group met on the 7 May 2024, and discussed the proposed changes that the independent scrutiny inspector had suggested for the Chet Neighbourhood Plan. Hopefully, the plan will have their Referendum before August 2024.

20.5 **Love Loddon Community Group**

The Love Loddon Community Group met on the 5 May 2024 and replanted the flowers towers. It was commented that the aesthetic improvements have a positive impact on the whole community and that pride in Loddon was visible. Cllr JA has compiled a watering rota, and the volunteers are kindly watering the towers three times a week.

Cllr JA and Cllr AW have met with the Community Payback Team, and they are going to assist LTC with labour to support community projects.

The report is attached to the minutes at Appendix J.

20.6 **Chet Valley Community Larder**

Cllr JH gave a verbal report. The community have been consulted on the future of the larder via Chet Contact.

The report is attached to the minutes at Appendix K.

20.7 **Jubilee Hall Management Committee**

Cllr LM gave a verbal report.

The report is attached to the minutes at Appendix L.

21. **Correspondence:**

Correspondence had been circulated prior to the meeting:

- Kissing Gate on the Old Hockey Field – **Action:** PW obtain quotes and Clerk to add to a future agenda.
- Noise complaints at the Skate Park – **Action:** LTC will monitor.
- Service for David Owen – 30 June 2024 at 10.45am. **Action:** Cllr AW to attend.

22. **Items for a future agenda:**

- Youth provision in Loddon
- Hollies future
- Co-option to fill Cllr vacancies
- Replacement Stile on the Old Hockey Field
- Accounting Statements
- CIL report

23. **Upcoming Council Meetings:** *(Held in Hollies Rear Hall unless otherwise specified)*

The next full Council meeting will be held on Wednesday 12 June 2024 at 7.00pm, held in the Hollies Rear Hall. (Agenda items to Clerk by the 4 June 2024).

Apologies received from Cllr Sam Bailey, Cllr Jane Hale, Cllr Liz Marsham and Cllr Kay Mason Billig.

- Personnel Committee Meeting – 14 May 2024 at 1.30pm
- Events Committee Meeting – 29 May 2024 at 8pm
- Full Council Meeting – 12 June 2024 at 7.00pm

24. Exclusion of Press and Public:

It was **resolved** to exclude the public and press under the Public Bodies (Admissions to Meetings) Act 1960 Schedule 12A SS1 & 2.

25. Review of LTC's Unreasonably persistent and/or vexatious contact or complaints/complainants Policy

It was **resolved** to adopt the proposed amendments from Birketts LLP. **Action:** Clerk.

25. Data Requests

The Council received an update and considered the professional advice received and agreed any necessary action. **Action:** Council.

The meeting closed at 21.17pm.

Appendix A - Report from District Councillor Jeremy Rowe

I'm still working closely with our friends and neighbours in St Georges Park, to work through their concerns. As I've previously stated, my ongoing support won't stop until those residents, who have made such a huge commitment to our community, are content. The good news is that, following a meeting last week, there does seem to be some actions planned, which is good news for everyone. To be able help local people is what I was elected for, and what I'll always do.

As well as responding to a range of completely understandable local concerns, I'm also working hard chairing the South Norfolk Scrutiny Committee, working with an excellent cross-party team to ensure that South Norfolk residents are treated properly. Our next meeting, which I'm preparing for at the time of writing, is about the very serious issue of residents experiencing domestic abuse.

My next surgery is 2-3pm May 25th at Loddon Library. Please come down if there's anything I can support you with, or, as ever, give me a ring on 07733323581.

District Cllr Jeremy Rowe

Appendix B – Chairman's Report

Since the last council meeting, I have:

- attended LTC Playing Field Committee
- attended LTC Personnel Committee including shortlisting for the ongoing RFO recruitment
- attended LTC tennis club Subcommittee
- attended the Loddon & District RBL meeting and accepted an award for LTC for our support to the RBL
- met with the Norfolk & Suffolk Community Payback team to agree a programme of work with them
- continued to meet with LTC staff on a regular basis
- supported the recent Love Loddon Community Group works – which are looking superb, well done all
- attended Chedgrave Parish Council meetings and related meetings, key topics being the Langley Road development and the future of Chedgrave Common
- Represented LTC (with Cllr Binfield) at the Loddon United Vets team at the Norfolk Cup Final at Bowthorpe
- met with various councillors and residents on several topics including St Georges Park
- engaged in email threads regarding council business and local issues

Before the next council meeting. As well as LTC and CPC events I will also be representing LTC and the DDay80 ceremony on 6th June and the St Georges Park Action Group on 16th May.

Cllr Andy Woodman

Appendix C - Clerk's Report

In addition to managing the Council's facilities and staff, and further to the reports on the agenda and matters arising, the Clerk has information on the following matters.

Office

The Council had several Committee meetings since the last TC meeting:

- Loddon & Chedgrave Playing Field Committee Meeting – 17 April 2024
- Tennis Club Subcommittee Meeting - 26 April 2024
- Events Committee Meeting – 24 April 2024
- Personnel Committee – 30 April 2024

The Clerk also attended several other meetings:

- Community Payback meeting – 3 May 2024

- Jubilee Hall Management Committee Chairman to discuss the proposed pedestrian access Parish partnership Bid – 16 April 2024
- Planning Meeting regarding St George's Park at South Norfolk Council – 2 May 2024

Future Meetings:

- South Norfolk Council Workshop – 9 May 2024
- SNC Parish & Town forum – 8 May 2024

Interviews for the Responsible Financial Officer vacancy will be held on the 13 May 2024.

A poster to display in the 'The Old School' noticeboard has been sent to the printers for proofing.

Our grateful thanks to the Loddon History Group for compiling a poster detailing the history of the Old School for display in the Old School.

Public Open Space and Assets

The Head Tennis Coach resigned from Loddon Tennis Club on the 16 April 2024. The Subcommittee had an emergency meeting on the 26 April 2024 to discuss replacement coaching options.

The Contract Administrator has gone to tender for the works to the Library Annexe kitchen and toilets refurbishment. Deadline for responses is the 27 May 2024.

Hags UK have completed the repair work to the Kitten's Lane Play Area jeep and gate. The knee-high fencing on the Old Hockey Field has been replaced.

A resident reported an issue with a streetlight on Church Plain. SNC's contractor are dealing with it.

A resident reported an issue with LTC's streetlight 057 at Davy Place. LTC's contractor has reported the voltage issue to UK Power Networks.

LTC's Parish Warden removed graffiti from the Kittens Lane Play Area on the 23 May 2024.

We have received a report of a boat tied to SNC's footbridge at Pyes Mill and it has been reported to the Broads Authority.

The LUFC have informed us that they have ordered replacement goals for the Old Hockey Field.

Events

Planning for the Chet Valley Summer Fete (6 July 2024) is in full swing. A MOP has requested to join the Events Committee.

The Big Litter Pick is booked for the 26 May 2024, 10.00 – 12.00pm. Thanks to Cllr Appleby for leading the event.

Appendix D – Admin and Allotments Officer's Report

All Rent & Plot Letting Terms have been returned for the year 2024-25.

Another plot has been given up and reallocated so there has been quite a bit of churn over this new rental period for various reasons: moves out of the area, illness and dropping plots where a tenant has more than one. The waiting list stands at 7 people.

The new additional water pump has been completed with the pipework now in place.

I continue to regularly inspect & monitor the site, and everything is beginning to come alive with the better weather.

So far, I have received 23 nominations for 12 people for The Freedom of Loddon award 2024. The result will be decided by LTC Cllrs at the June meeting.

I continue to cover the day-to-day admin in the office, responding to Parishioners enquiries, answering emails and phone calls, and supporting the Events Committee with taking minutes, providing agendas and sending out sponsorship/raffle requests amongst other tasks relating to the Chet Calley Summer Fete.

Appendix E – Parish Warden’s Report

Key activities since the April Council meeting:

- Contracted works:
 - Supervised completion of; Repairs to ‘Knee rail’ alongside Hockey field ditch, Installation of LTC Noticeboard, siting of Farthing green benches
 - Sourcing quotes for Playground/ Skatepark path refurbishment
 - Seeking quotes for laying gravel to front of Library building
 - Facilitated replacement Staithe standpipe on behalf of SNC
- Response to Councillor/Parishioner concerns/reports:
 - Investigated tree problems reported on Reeds Way and Meadow close
 - Investigated Paving defect outside Wards’ and reported to Highways
 - Removed offensive graffiti from Kittens Lane Playground Climbing wall
 - Fly Tipping at Pyes Mill investigated and reported to SNC
 - Investigated unauthorised mooring and derelict boat at Pyes Mill.
- Attended SNC Tree Warden Network AGM at Bramerton
- Commissioned 2nd Allotment pump
- Replaced defective flush valve at Staithe toilets
- Routine weekly inspections of: Kittens Lane and Broadlands play areas
- Weekly inspection; Skate Park, Public open spaces, Parish trees, Annex Offices and Staithe
- Tennis courts inspected and leaf vacuumed weekly
- Routine litter picking; Hockey field, Jubilee field, and Skate Park
- Ad-hoc litter picking; George Lane, Norton Road, Mill Road, High Street, Bridge street, and Kittens Lane
- Regular inspection of Staithe toilets, Car park area and Waterfront
- Monthly inspection and litter pick at Pyes Mill
- Legionella flushing and temperature control readings completed
- Fire Alarm System, Emergency lighting, and CO Monitor checks complete
- CCTV Cameras checked and cleaned.
- War Memorial inspected, weeded and swept
- Allotment water pump serviced
- Water and electricity meter readings taken
- Footpaths; 8,9,10,11,14,15, 16 & 18 Inspected and litter picked

Appendix F – Data Protection Matters

Report redacted.

Appendix G – Payments for Approval

Date	Payee	Item	Amount / £
08/05/2024	Loddon Utd Youth FC	Small Grant	200.00
13/04/2024	EE Limited	Phone	45.95
23/04/2024	E-ON	Office Gas	180.78

26/04/2024	EDF	Staithe Electricity	64.69
05/05/2024	South Norfolk Council	Office Rates	434.00
01/05/2024	Adept IT Solutions	IT Support	31.20
01/05/2024	intY Ltd	Website	70.15
11/05/2024	BT	Office Phone	67.66
01/05/2024	SSE	Streetlighting Energy	129.16
08/05/2024	K J Williams	Hire of Heras Fencing Panels	533.52
08/05/2024	Jane Hale	Community Larder	420.18
08/05/2024	The Church in Loddon	Churchyard & Clock Winder Grant	6,300.00
08/05/2024	Colin Binfield	PF Costs - GPOC	30.00
08/05/2024	Viking	Stationery	140.76
08/05/2024	Royal British Legion	Poppy Appeal - GPOC	27.50
08/05/2024	Hales Fencing	Fixing Bench Seats and Noticeboard	805.20
08/05/2024	Adept IT Solutions	IT Support	27.30
30/04/2024	Unity Trust Bank	Bank fees	18.00
08/05/2024	Active Human Resources Ltd	Professional Fees	349.20
08/05/2024	A. Webster	Allotment Refund	15.00
08/05/2024	Cozens	Streetlight maintenance April 2024	36.00
08/05/2024	J Appleby	Plants for Church Plain	44.97
08/05/2024	Salaries	May 2024	5,242.09
08/05/2024	Staff Expenses	May 2024	67.63
08/05/2024	HM Revenue & Customs	Tax & NI - May 2024	1,559.69
08/05/2024	Norfolk Pension Fund	Pension - May 24	1,281.84
23/04/2024	SUMUP	Bank Charges	0.25
08/05/2024	Norfolk Parish Training Support	Training	44.00
08/05/2024	Loddon Garden & DIY	Grounds Maintenance	2,144.29
08/05/2024	Top2Bottom Cleaners	Cleaning Apr 24	1,609.28
08/05/2024	Adept IT Solutions	IT Support	17.48
10/05/2024	Lloyds Bank	Credit Card	572.62
13/05/2024	Everflow	Water Charges	264.86
13/05/2024	EE	Phone	45.95
16/05/2024	British Gas	Electricity	103.04
08/05/2024	Homestead Nurseries	Plants for Flower Towers	367.20

Date	Payee	Item	Amount / £ inc VAT
17/04/2024	City Tennis League	Tennis League Fees	45.00
30/04/2024	BT	Tennis Courts Internet	40.24
08/05/2024	Roberts & Son	Tennis Signs	31.20
08/05/2024	Redacted	Tennis League Fees	20.00
08/05/2024	Head Coach	Tennis Expenses	123.00

Appendix H – Planning Report

App Number	App Type	Address	Proposal	Application/ Decision	Decision	Date of Decision
2024/0950	Listed Building Consent	1 Vine Court High Street Loddon Norfolk NR14 6AH	Installation of a wood burner flue 600 mm above the roof ridge line	A		
FUL/2024/0018		7 Loddon Fire Station, High Street, Loddon, Norwich NR14 6ET	Part temporary change of use for a period of up to five years from a fire station (sui generis) to a mixed use of fire station and medical support office for first responders (sui generis) with the erection of a temporary portacabin to house the first responders medical support office	A		
2024/1054	Full Planning Permission	Bridge Stores 41 Bridge Street Loddon Norfolk NR14 6NA	Division of existing retail shop floor into additional unit and change of use from storage into café	A		
2024/1249	Works to trees in Conservation Area	7 Mill Road Loddon Norfolk NR14 6DR	Plum - prune to give 50-90cm clearance of wires, Rowen - prune to give 50-90cm clearance of wires, Larch - prune back to previous pruning by removing approx 50-100cm, Cherry - prune to give 50-90cm clearance of wires	A LTC not consulted		
2024/1189	Full Planning Permission	Unit 1 Little Money Road Loddon Norfolk	Proposed painting of existing boundary security fence in green and planting of shrubs on Beccles Road	A		
2024/1222	Householder	2 Willow Close Loddon Norfolk NR14 6DR	Proposed single storey extension to the rear of the property			
BA/2024/0052/FUL		Public Right Of Way On Loddon Footpath 4 South-west Of Hardley Flood Hardley Norfolk	Repairs to two foot bridges & provision of access ramps. Use of existing hardstanding as temporary site compound.	D LTC not consulted	Approve Subject to Conditions	30/04/2024
2024/0696	Householder	20 Norton Road Loddon Norfolk NR14 6JN	Single storey side extension including alterations to doors and other openings. Demolish existing rear conservatory and existing chimney	D	Approval with Conditions (Delegated)	02/05/2024

Appendix I - The Loddon & Chedgrave Playing Field Committee

1. The ball stop fencing which has been missing for some time will be erected in the middle of May ready for next season's football matches.
2. The Memorial bench which had been agreed could be sited on the playing field, will now not be installed. The parishioner has sadly decided against its installation due to difficulties in getting the bench delivered.
3. The loan required from Norfolk LTA for a portion of the monies required to install new floodlights on the tennis courts needs approval from the Secretary of State. The request was submitted on 1st March 2024 and we should receive a decision within 12 weeks.
4. CCTV has been installed on the tennis courts and at present only council staff have access.
5. Pitch hire contribution from the LUFC for the Loddon & Chedgrave playing field has been held at £800 for seasons 2023-2024 and 2024-2025. Should this need to be increased for 2025-2026 a decision will need to be made at the July 2024 PFC meeting so it can be added to the 2025-2026 budget and notice given to LUFC.
6. Loddon & Chedgrave PFC bank accounts will be closed and balances transferred to Loddon Town Council's bank account. This is to comply with legislation.

7. LUFC Juniors will be holding their annual 5-a-side tournament on 15th/16th and 22nd/23rd June. They are looking for volunteers to help with the organization on both weekends.
8. Paul Soloman, the Tennis Club coach, resigned on 16th April 2024 with his last working day being 26th April. It was noted at the last PFC meeting that Paul's passion, dedication and drive has built the club into what is today, and he will be sorely missed.

Unfortunately, with social media being what it is today, Paul's departure initiated some unfortunate comments which led to allegations about the Tennis Club and the Town Council which needed to be refuted. A special meeting of the Tennis Club Sub-Committee was held on Friday 26th April which was a public meeting and very well attended. The allegations which had been made were fully discussed which resulted in the air being cleared so that the Tennis Club can now move forward.

Further updates will be provided once progress has been made looking for a new Coach/Coaches. However, I can report the Parkinsons tennis sessions initiated by Paul will continue being looked after by Tennis Able.

Cllr Colin Binfield

Appendix J – Love Loddon Community Group

Time was spent researching summer bedding plants for the town flower displays.

Further to popular opinion from volunteers at our LLCG meetings, we used Homestead Nurseries as suppliers this year.

We went to tender to four nurseries and Homestead offered the most competitive quote, included free delivery, and were extremely helpful with advice on selecting the best plants. They were also prepared to invoice, instead of requiring payment in advance.

Planting Event - Sunday 5th of May

Eight of us turned out on a beautiful morning to plant nearly 200 geraniums, petunias and nepetas in the towers and planters.

The volunteers also strimmed, weeded, and replanted the pansies from the spring planting in the bed behind the benches at Farthing Green.

The Angel kindly supplied us with complimentary coffee and an enjoyable morning was had by all.

Thanks to Cllr Mervyn for helping and disposing of the waste and for Chairman Andy for attending in support.

A rota for watering, made up of volunteers, is currently being put together, to sustain the plants over the summer months.

Probation Services Community Payback Teams - 2nd of May

Emily, Andy and I met with a couple of representatives from the team, who now have various tasks their people on probation are able to help us with, over the coming months. This is great news in terms of tackling our wish-list of jobs!

Cllr Julie Appleby

Appendix K – Community Larder

No report received.

Cllr Jane Hale

Appendix L - Jubilee Hall Management Committee

No report received.

Cllr Liz Marsham