

LODDON & CHEDGRAVE PLAYING FIELD COMMITTEE

C/O Loddon Town Council, The Old School,
Church Plain, Loddon, Norfolk, NR14 6EX
www.loddontowncouncil.gov.uk

Minutes of the Meeting of Loddon & Chedgrave Playing Field Committee (PFC) held in the Hollies Rear Hall, Loddon on the 16 July 2025 at 7.00pm

Representatives Present:

Chedgrave Parish Council (CPC): Cllr Jo Sinfield (JS), Cllr Phil Varney (PV)

Loddon Town Council (LTC): Cllr Jane Hale (JH), Cllr Andy Woodman (AW),
Cllr Mervyn Pointer (MP) – Chairman of LTC

Jubilee Hall Management Committee (JHMC): *(No representative at present)*

Loddon United Football Club Adults (LUFCA): Miles Wilson (MW)

Loddon United Football Club Juniors (LUFCJ): Kevin Williams (KW)

Loddon Tennis Club (TC): Carolyn Frosdick (CF)

In Attendance:

Clerk - Emily Curtis (EC)

Responsible Finance Officer (RFO) - Kerry Sturman (KS)

Members of the public - zero

Absent: Rick Summons (RS)

Welcome:

Chairman Cllr JH welcomed everyone to the meeting. Nobody wished to record the meeting.

1. Election of Chairman

It was **resolved** to re-elect Cllr JH as Chairman.

2. Election of Vice Chairman

It was **resolved** to re-elect Cllr JS as Vice Chairman.

3. Apologies for absence:

MW reported that RS was working in London and may be late to the meeting.

4. Declarations of Interest and Requests for Dispensations:

KW, JS and JH declared an interest in any matters connected with the Jubilee Hall as they are Jubilee Hall Trustees.

5. Minutes of the meeting held on the 16 April 2025:

The Minutes of the meeting held on 16 April 2025 were approved as a correct record.

6. Matters Arising:

6.1 Tennis Court Floodlights

The new LED floodlights were originally installed at an angle of 45 degrees. Unfortunately, there was considerable light pollution. At no cost to the Council, the contractor returned on the 22 May 2025 to implement 'Rev E' of the lighting design and revised the angle of the lights to 0 degrees. The light spill reduced on George Lane and Crossways Terrace,

however there was still significant issues on Old Market Green and the LUX levels on the courts were not adequate. Ansell have offered to install a new array of floodlights at no cost to the Council, and the Council are waiting the revised projected LUX levels before they proceed.

6.2 Pedestrian Access for the Jubilee Hall

LTC have received confirmation that the Parish Partnership Bid submitted by LTC in December 2024 has successful. The total cost for the extension of the footpath is £10,640.00 (including removal of the hedge) and Norfolk County Council will be contributing £5,320.00. We have not yet received the plans for approval. **Action:** RFO to write to the Jubilee Hall, CPC, LTC and LUFC to ask for a contribution.

6.3 Memorial Bench and Plaque for Colin Binfield

The bench and plaque have been delivered and the proposed location on the playing field agreed. Kevin Williams has offered to install the bench free of charge. **Action:** Clerk to invite family to the unveiling of the bench once installed.

6.4 Hobart High Schools Sports Hall Car Park

LTC's Cllr JA and the Clerk met with the Chief of Estates at Hobart to discuss possible use of Hobart High School Sports Hall Car Park at weekends. This would relieve pressure on George Lane at weekends and reduce safety concerns. The Trust have agreed to allowing LTC to use the car park at weekends and have suggested an amount. As this alternative car park would serve the Tennis Club, Jubilee Hall and LUFC, a discussion was had regarding sharing contributions to the cost and whether an annual agreement for just Sundays would be more cost effective. **Action:** Clerk.

6.5 Resurfacing of the Tennis Courts

The courts were resurfaced in 2009. Resurfacing needs to be carried out again, ideally in 2026. The cost is approx. £25,000. L & C PFC has £5,100 in reserves. Additional funds are required and the RFO is investigating Sport England, Norfolk County FA, and NCC's crowdfunding Grant. MW reported that Halesworth have just had their courts resurfaced. **Action:** RFO to speak to Halesworth. MW also reported that removal of the wall could also be considered.

6.6 Meeting discuss L & C PFC Constitution

There is a meeting scheduled for CPC and LTC to meet on the 17 September 2025 at 6.00pm. Location to be agreed. **Action:** Clerk.

7. Public Forum: None.

8. Finance Report:

8.1 2024/25 Year End Accounts for the L & C PFC and Tennis Club

The RFO had previously circulated the accounts and gave an update on the challenges associated with the complexities of the L & C PFC accounts. **Action:** The RFO will circulate the revised accounts by the 15 July 2025.

8.2 Quarter 1 Financial Statement and Budget Monitoring report As above.

9. Loddon & Chedgrave Playing Field:

9.1 Requests to Hire the Field

None.

It was mentioned that the LUFC failed to return the booking form or pay the deposit for the hire of the field for the recent five a side football event. The LUFC Public Liability expired in June 2025, and LTC has not received the updated certificate. Emails to the LUFC Secretary email address have failed to deliver. **Action:** LUFC.

MW proposed that the five a side event is included in the 2026/27 agreement. **Action:** Clerk to add 5 a side event to the 2026/26 pitch agreement to be discussed at the October L & C PFC meeting.

9.2 Grounds Maintenance/Fencing Issues

MW requested confirmation that the autumn feed will go ahead. **Action:** RFO to obtain quote prior to work commencing to ensure funds are available.

The LUFC reported that they have obtained a grant for a turf groomer subject to a groundsman maintenance qualification.

MW proposed that that Verti drainage work is carried out twice a year at a total cost £1,500, and the L & C PFC could contribute £500 per annum. This work had not been budgeted for. **Action:** LUFC to make budget proposals to RFO by 19th September 2025 to be considered for the 2026/27 budget.

10. Jubilee Hall - Loddon:

10.1 Jubilee Hall – Loddon Update

The Jubilee Hall does not have a representative or substitute representative. **Action:** Clerk to invite the JHMC to appoint a new representative (and substitute representative) to the L & C PFC.

10.2 2024/25 AGM Minutes and Accounts

Cllr JH reported that the 2024/25 accounts are not yet finalised. **Action:** JHMC to send AGM Minutes.

10.3 5-year Fixed Wiring Test

The JHMC received the results of their 5-year fixed wiring test in November 2022 and have confirmed that the remedial works have yet to be completed which may impact on the tennis court floodlights. **Action:** JHMC.

10.4 JHMC Painting of the Storage Container

The PFC requested in September 2022 that the Jubilee Hall repair, remove or replace their storage container within 12 months. The JHMC have confirmed that they will paint the container with green anti-vandal paint when weather permits and installs a sign. **Action:** JHMC.

10.5 Shared use of the Jubilee Hall Changing Rooms

The original purpose of the Jubilee Hall changing rooms was to provide changing facilities to the sports clubs that operate on the Loddon & Chedgrave Playing Field. JH had circulated a copy of the proposed lease at the April 2025 meeting however this has been rejected as it was addressed to both the LUFC and Tennis Club. Cllr JH reported that the Jubilee Hall has a drafted an occupational licence which will be sent to the Tennis Club in due course. **Action:** JHMC.

The Tennis Club has been given a key for the changing rooms, and the key will be securely locked in the Clubhouse and available for members use only.

The Community Payback team have agreed to carry out a deep clean and paint of the changing rooms. A meeting was held with them on the 6 May 2025 to discuss the matter further. **Action:** Clerk to resend the Community Payback email to the JHMC.

11. Loddon United Football Club – Adults:

11.1 LUFC Adults Update

MW reported that Starkings and Watsons are the new club sponsors for both the adults and the youth teams. MW has circulated an invite for Adults AGM on the 18 July 2025, to be held in the JubSocial. The season restarts on the 8 August 2025.

11.2 LUFC Adults AGM Minutes and Accounts

The 2024/25 AGM minutes/accounts will be circulated after the AGM in July 2025. **Action:** LUFC Adults.

12. Loddon United Football Club – Juniors:

12.1 LUFC Juniors Update

KW reported that the juniors had a successful season. There is a new under 18 youth team. Sadly two 2 youth teams (12's,7's) have ceased due to low numbers. The season restarts in the first week in September. Cllr JS commented that the youth presentation evening was fantastic.

12.2 LUFC Juniors AGM Minutes and Finances

Thanks to KW for providing the minutes of the AGM held on the 20 August 2024. The accounts are still outstanding for 2023/24 and 2024/25. **Action:** KW to forward.

13. Loddon Tennis Club Subcommittee:

13.1 Loddon Tennis Club Subcommittee minutes have been circulated and are available to view on LTC's website.

13.2 Loddon Tennis Club Update

The Tennis Club is considering becoming a separate entity. The accounts illustrate that the income that the club generates would cover the expenditure and necessary reserves. The club is investigating the pros and cons of setting up a Charitable Incorporated Organisation (CIO) and leasing the courts from the L & C PFC. A copy of a lease of to all parties and a meeting was held on the 2 July 2025 to discuss the matter further.

The club kit shop has been created at a cost of £190 for 10 items. **Action:** LTC to approve the 'Striptees' invoice at September 2025 meeting.

CF reported that the Open Day went well. The indoor membership is now available at £15 per annum for those only attending pickleball. Membership has dropped from 150 to 130 as youth numbers are slightly lower, but more adult members have joined. The coach has been working with pupils from the Junior School and Hobart which should hopefully impact positively on junior membership.

13.3 Tennis Court Maintenance

The tennis court resurfacing was discussed under item 6.5. CF reported that the fencing requires some repairs.

14. Correspondence:

MW enquired if grass seed can be applied when moles hills have been removed. **Action:** Clerk to liaise with Parish Warden.

15. Items for Future Agendas:

- Budget 2026/27
- 2026/27 pitch agreement

16. 2025 Meeting Dates:

(All meetings are held in the Rear Hall of Hollies at 7.00pm unless advised otherwise)

15 October 2025 (2026/27 Budget).

The meeting closed at 20.55pm.