

Dear Councillors, you are summoned to attend a meeting of Loddon Town Council, to be held in the Hollies Rear Hall, High Street, Loddon on Wednesday 12 June 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: 6 June 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 applications received for the two Councillor vacancies and consider co-opting to fill the vacancies**
4. **To receive any Declarations of Interest for items on the agenda and to consider any requests for dispensations**
5. **To approve as a correct record, the Minutes of the meeting held on the 8 May 2024**
6. **To receive an update on matters arising from previous meetings (not on this agenda)**
 - 6.1: Staithe and Staithe Footbridge
 - 6.2: Big Litter Pick
 - 6.3: Broadland Meadow Land Registration
 - 6.5: Net Zero Launch Event
 - 6.6: Gold Standard Bus Stops
 - 6.7: Wherryman's Way Update
7. **Public Forum**
 - 7.1: County/District Councillor Kay Mason Billig
 - 7.2: District Councillor Jeremy Rowe
 - 7.3: Public Forum
8. **To receive reports from Council (for information only and previously circulated)**
 - 8.1: Chairman's Report
 - 8.2: Councillors' Reports (including Outside Representative Roles)
 - 8.3: Clerk's Report
 - 8.4: Administration and Allotment Officer's Report
 - 8.5: Parish Warden's Report
 - 8.6: Data Protection Matters
9. **To receive the finance report from the Responsible Finance Officer**
 - 9.1: To receive the Bank Reconciliation to 31 May 2024
 - 9.2: To approve accounts for payment in accordance with the Budget (list tabled)
 - 9.3: To receive a report on the expenditure on the professional service to assist the Council with Freedom of Information requests and related matters

- 9.4: To receive and note the Internal Audit Report for the Year Ended 31 March 2024
- 9.5: To consider and approve the Annual Governance Statement 2023-24
- 9.6: To consider and approve the Accounting Statement 2023-24
- 9.7: To consider a small grant application from the Friends of Loddon Primary Federation
- 9.8: To consider quotes for a new Old Hockey Field kissing gate to replace the stile
- 9.9: To approve an additional signatory for Unity Trust bank accounts
- 9.10: To note that Nationwide have closed applications for Charity accounts and to consider an alternative investment
- 9.11 To confirm the insurance policy covers all items on the Asset Register
- 9.12: To note the CIL Report 2023-24

10. Planning *(Please see the Planning Schedule (attached to the minutes) for all applications)*

- 10.1: To receive an update on the St George's Park Development
- 10.2: To consider a response to planning applications received from South Norfolk Council
 - 2023/3506 – To note that NCC Highways have no objections
- 10.3: To note decisions on planning applications by South Norfolk Council
- 10.4: To consider planning applications received from Broads Authority
- 10.5: To note decisions on planning applications by Broads Authority

11. Public Open Space, Assets and Highways

- 11.1: To receive the tenders for the Library Annexe Refurbishment
- 11.2: To consider the purchase of Saffron Land adjacent to Crossways Terrace
- 11.3: To consider the future of the Hollies Community Building
- 11.4: To consider the Community Payback Team's Memorandum of Understanding
- 11.5: TRO High Bungay Road
- 11.6: To receive the Sam2 reports for information

12. To receive updates from:

- 12.1: Personnel Committee
- 12.2: Events Committee
- 12.3: Loddon & Chedgrave Playing Field Committee
- 12.4: Chet Neighbourhood Plan Steering Group
- 12.5: Love Loddon Community Group
- 12.6: Community Larder
- 12.7: Jubilee Hall Management Committee

13. Governance

- 13.1: To consider the amended Financial Regulations
- 13.2: To review the amendments to the Annual Governance Statement of Internal Control
- 13.3: To review the amendments to the Petty Cash Policy
- 13.4: To consider the amended the Loddon & Chedgrave Playing Field Committee Terms of Reference

14. To consider correspondence received and determine a response if required

15. To consider any items for a future agenda

16. Date of next meeting: The next full Council meeting will be held on Wednesday 10 July 2024 at 7.00pm, held in the Hollies Rear Hall. (Agenda items to Clerk by the 2 July 2024).

17. 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)

18. To consider who will receive the 2024 Freedom of Loddon Award

19. To receive and consider any data requests and/or communication from the Vexatious Complainant and agree any necessary action