

Dear Councillors, you are summoned to attend the annual meeting of Loddon Town Council, to be held in the Hollies Rear Hall, High Street, Loddon on Wednesday 8 May 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: 2 May 2024

AGENDA

Welcome and Meeting etiquette (note if anyone wishes to record the meeting)

1. **Election of Chairman and Declaration of Acceptance**
2. **Election of Vice Chairman and Declaration of Acceptance**
3. **To receive and consider apologies for absence and consider accepting them**
4. **To receive any applications received for the two Councillor vacancies and consider co-opting to fill the vacancies**
5. **To receive any Declarations of Interest for items on the agenda and to consider any requests for dispensations**
6. **To reconfirm eligibility for the General Power of Competence**
7. **To agree the appointment of Cllrs and Parishioners to Committees and Working Parties**
 - 7.1: To consider the Committees and their membership
 - 7.2: To consider adding parishioner Carol Webb as a Member of the Events Committee
 - 7.3: To consider the Working Parties and their membership
8. **To agree the appointment of Cllrs to outside bodies**
 - 8.1: Jubilee Hall Management Committee (1 trustee role)
 - 8.2: L & C PFC Representatives (2 representatives and 1 substitute representative)
 - 8.3: Victorian Evening
 - 8.4: Churchyard Liaison
 - 8.5: Hales Green
9. **To review the policies in accordance with the Policy Schedule**
10. **To review the Asset Register**
11. **To confirm the Council's arrangement for Insurance**

- 12. To confirm the time and place of the ordinary meetings of the Council**
- 13. To approve as a correct record, the Minutes of the meeting held on the 10 April 2024**
- 14. To receive an update on matters arising from previous meetings (not on this agenda)**
- 14.1: Library Annexe renovations
 - 14.2: Staithe and Staithe Footbridge
 - 14.3: Big Litter Pick
 - 14.4: Replacement knee high fencing on the Old Hockey Field
 - 14.5: Net Zero Launch Event
- 15. Public Forum**
- 15.1: County/District Councillor Kay Mason Billig
 - 15.2: District Councillor Jeremy Rowe
 - 15.3: Public Forum
- 16. To receive reports from Council (for information only and previously circulated)**
- 16.1: Chairman's Report
 - 16.2: Councillors' Reports (including Outside Representative Roles)
 - 16.3: Clerk's Report
 - 16.4: Administration and Allotment Officer's Report
 - 16.5: Parish Warden's Report
 - 16.6: Data Protection Matters
- 17. To receive the finance report from the Responsible Finance Officer**
- 17.1: To receive the Bank Reconciliation to 30 April 2024
 - 17.2: To approve accounts for payment in accordance with the Budget (list tabled)
 - 17.3: To receive a report on the expenditure on the professional service to assist the Council with Freedom of Information requests and related matters
 - 17.4: To approve the Trial Balance and Bank Reconciliations for 2023-24
 - 17.5: To consider a small grant application from the Loddon United Football Club
 - 17.6: To consider the estimates for renewing the edges of the Skate Park
 - 17.7: To consider the estimates for clearing and tidying the frontage of The Old School
 - 17.8: To note the Annual Governance Statement 2023-24
 - 17.9: To note the Accounting Statement 2023-24
 - 17.10: Notification of commencement dates for the exercise of public rights
 - 17.11: To receive the 2023-2024 CIL report
- 18. Planning** *(Please see the Planning Schedule (attached to the minutes) for all applications)*
- 18.1: To receive an update on the St George's Park Development
 - 18.2: To consider a response to planning applications received from South Norfolk Council
 - a) 2024/1054 – Former Bridge Stores
 - b) 2021/2437 – Hopkins Homes, Beccles Road
 - c) 2024/1189 – Former Mussett Engineering Site
 - 18.3: To note decisions on planning applications by South Norfolk Council
 - 18.4: To consider planning applications received from Broads Authority
 - 18.5: To note decisions on planning applications by Broads Authority
- 19. Public Open Space, Assets and Highways**
- 19.1: To consider the purchase of Saffron Land adjacent to Crossways Terrace
 - 19.2: To consider the proposals for the bus stops on the A146 and consider adopting the proposed bus shelter
 - 19.3: To consider the future of the Hollies Community Building
 - 19.4: To receive an update on the Wherryman's Way
 - 19.5: To receive an update on Phase 2 (pedestrian crossing) on George Lane

19.4: To receive the Sam2 reports for information

20. To receive updates from:

20.1: Personnel Committee

20.2: Events Committee

20.3: Loddon & Chedgrave Playing Field Committee

20.4: Chet Neighbourhood Plan Steering Group

20.5: Love Loddon Community Group

20.6: Community Larder

20.7: Jubilee Hall Management Committee

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

22. To consider any items for a future agenda

23. Date of next meeting: 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).

24. 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)

25. To consider the amendments Birketts LLP have suggested for the Unreasonably persistent and / or vexatious contact or complaints / complainants Policy

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