

LODDON PARISH COUNCIL

Minutes of the meeting of Loddon Parish Council held on Thursday 9th March
2017 at 7.00pm in The Library Annexe, Loddon

Present:	Anne Boles	(AB)	
	Sarah Colman	(SC)	Vice Chair
	John Coupe	(JC)	
	Sophie Garrett	(SG)	
	Gary Knights	(GK)	
	Ray Lumley	(RL)	Chairman
	Michael Roe	(MR)	
	June Strickland	(JS)	
	Margaret Wallace	(MW)	
In Attendance	Colin Gould	(CG)	District Councillor
	Howard Keeling	(HK)	Finance & Projects Officer
	Anne Panella	(AP)	Parish Clerk
	Barry Stone	(BS)	County Councillor
	Bob Wade	(BW)	SNC Head of Environmental Services

WELCOME

272 Chairman welcomed everyone to the meeting and confirmed that no-one wished to record the meeting.

Presentation from Royal British Legion

273 The Loddon Branch has been presented with the Thomas Cook Cup for the highest donations received by a small Branch; LPC have been requested to display the cup for the following year. Chairman congratulated the Branch members on their achievement.

Presentation regarding Pyes Mill Service Level Agreement (SLA)

274 Bob Wade, Head of Environmental Services at SNC attended to explain the proposed working arrangements from November 2016. SNC own Pyes Mill and The Staithe; during 2016 an agreement was put in place between the Broads Authority (BA) and SNC giving the BA the power to enforce the law in these areas with particular reference to violation of mooring restrictions. SNC pay the BA approx. £1,500 per annum to carry out this function and without this agreement there would be no oversight of the area or river law enforcement. However, SNC have taken the decision, as part of its overall savings and efficiencies strategy, not to renew the current agreement, which will expire end October 2017. Mr Wade have an assurance that SNC and BA will be working closely over the summer months with a view to providing a level of assurance to river users.

275 It was confirmed that:

- if BA is required to visit either of the areas in response to future concerns a charge will be levied for each visit as no SLA will be in place.
- It is anticipated that the current signs stating long-term mooring is prohibited will remain in place
- LPC will be provided with a copy of the current SLA for information
- LPC has already set its Precept for 2017/18 and have made no provision for an SLA
- Time taken to reinstate and SLA once allowed to expire could likely be achieved within a reasonable time-scale
- Investment of £5K has been made at Pyes Mill and the Staithe but this almost equals the cost of removing fly-tipping (£4K)
- Currently the BA visit the areas three times a week: twice by launch, once by land
- The owner of one boat, presumed abandoned, has 28 days to remove before BA will take it away. One other boat is part of a Police investigation and cannot be removed until the criminal case has ended

- 276 A number of issues and concerns were raised:
- i. from November 2017 when no oversight arrangement is in place the number of 'live-aboards' and long-term moorers is likely to increase significantly
 - ii. incidents of intimidation and threatening behaviour towards visitors have been reported and these may continue and increase with a detrimental impact on tourism in Loddon

- 277 Following receipt of the Service Level Agreement LPC will consider this, and its probable impact after October 2017, at the April meeting.

- 278 **Doggy Bins:** it was noted that five of these bins could be removed as they are situated close to, or beside, a standard litter bin. SNC charge for the emptying of the Doggy Bins (£100 per annum/bin) but not for the litter bins. BW confirmed that councils have no statutory duty to provide litter bins but are required to keep the Highways clear. Litter Bins are emptied daily; Doggy Bins twice weekly and the County Council bears the cost of disposing of all waste. Environmental Services have been successful in recent months in bringing cases of Environmental Crime with sanctions such as Fixed Penalties for littering and fly-tipping.

- 279 Agreed to monitor the level of use of the Doggy Bins in the coming months prior to any decision on removal of any.

APOLOGIES FOR ABSENCE

- 280 Were received from J Bussens and P Clemence.

DECLARATIONS OF INTEREST

- 281 SG and GK declared an interest in Planning Application 2017/0137: 1 Church Plain. No other declarations were received.

APPROVAL OF THE MINUTES OF THE MEETING HELD ON THURSDAY 9TH FEBRUARY 2017

Resolved: to approve the Minutes of the meeting held on 9th February 2017. Proposed by JS, seconded MR. All in agreement.

MATTERS ARISING

282 Tourist Information: will relocate into the LPC offices thereby providing both services from the same venue. Opening hours are currently being reviewed and the 2017 season will commence from end-March to end October.

283 Proposed works on Bridge Street: despite numerous requests for a meeting on the detail of these works Highways have yet to respond. However, latest communication appears that work will commence in June with the installation of two gullies; expected outcomes of this work have yet to be provided. A meeting is essential with Highways, to include LPC, LDBA, businesses and concerned residents.

PLANNING

284 2017/0137 1 Church Plain: variation of Condition 2 (change to fenestration) to convert existing Grade II shop into opticians and two separate housing units: queries have been raised by SNC as two different plans have been submitted by the applicant. Clarification is also required as the new proposals are seeking to provide three parking spaces for the new residential accommodation within these plans but appear to restrict/prevent neighbours from accessing and using their garages within the same area, to the rear of the property. There is historical evidence that these residents have enjoyed unhindered access to their garages.

Resolved: to object to this application as insufficient information is available on the above issues to make a decision. Proposed by SC, seconded by RL. All in agreement.

285 2017/2165 Land at Beccles Road: Appeal against Refusal. No further comments were made. Those already lodged will be passed to the Inspectorate for consideration and a final decision.

286 2017/0233 28 High Street: window replacements to front of building: Approve. Proposed by SG, seconded by JS. All in agreement.

287 **The following application has been approved:**
2016/0174 13b Beccles Road: Remove three leylandii trees

DOGGY BINS

288 Nothing further to note; see Minutes 278-279.

LODDON WAR MEMORIAL

289 The memorial is too high for individuals, without incurring costs of erection specific equipment, to clean the memorial as advice recommended by the local specialist companies.

290 MW noted that the paved area around the Memorial may require pointing and some replacements. Clerk to speak with Hardley and Langley as both Councils have carried out recent work to their Memorials. **AP**

POLICE

291 No report was received this month. Clerk to request a meeting with the Police regarding a number of issues within Loddon. **AP**

PUBLIC FORUM

292 Petition: has been received with regard to the area of land between Jubilee Hall and Old Market Green. It is private land having been sold many years ago but, at the time, it was designated Amenity Land. It is now being sold, at a guide price of £10K, with potential for development such as boat and caravan storage and/or garages. An earlier application, in 2004, was refused as deemed there was insufficient space for a dwelling. Concern was raised that the trees, currently not covered by TPOs, may be cut down following a sale; the area is also a habitat for local wildlife, which could be disturbed by development.

293 The appropriate officer at SNC will inspect shortly; it may be possible the whole area can be designated as an Asset of Community Value (ACV) but await advice from SNC.

294 Public Footpath from Church Plain to Sale Court, via area behind The Swan: a survey was carried out in the last few years with a view to having this designated a Public Footpath. Likely this remains with NCC for action: Clerk to request an update on progress. **AP**

295 Gullies and Drains: most of these within the village are blocked, in particular Leman Grove, High Bungay Road, Filbert Road. CG will seek update from SNC on when work in these areas can be expected. **CG**

296 Loddon and District Business Association (LDBA): confirmed that the organising committee for the annual Victorian Evening will not be undertaking the project in 2017: the LDBA is reviewing resource available to ensure the event goes ahead. The LDBA AGM will be held on 8th May, venue to be confirmed.

CHAIRMAN'S REPORT

297 To report the recent death of a former Parish Councillor, Dorothy Jones. Her funeral will be held at Holy Trinity Church, midday on 5th April. Card to be sent from LPC. **AP**

FINANCIAL REPORT AND ACCOUNTS FOR PAYMENT

298	Danwood Group	Photocopying Charges	32.81
	Howard Keeling	Soap Dispensers for Church Plain toilets	56.28
	Loddon Town Estate Charity	Chairmans Allowance donation	224.75
	RSPCA	J.Bussens allowance donation	138.00
	Roberts & Son	Toner cartridge & folders	73.20
	Vital Pest Control	Mole eradication, hockey field	59.97

Mr Barber	Rat bait for allotments	£23.10
Howard Keeling	Go Pak Folding Tables	£257.29
Howard Keeling	Travel expenses for training	£34.20
Graphixbank	Replacement Skate Park sign	£60.00
TalkTalk	Broadband & Telephone	£37.95
See The Difference!!!	Toilet Cleaning	£1232.38
David Greeves	Litter picking	£192.00
Norfolk Pension Fund	February Contribution	£276.04
HMRC	February PAYE Payment	£108.02
Anne Panella	February Salary	£926.80
Howard Keeling	February Salary	£469.85
GS Computers	Anti Virus Security Licence	£35.00
	TOTAL	£4237.37

299 In addition:

- one of the LPC computers has encountered a significant software error and new components have been ordered (approx. £250)
- GS Computers: anti-virus software license renewal £35.00
- Loddon DIY: padlock for Jubilee Hall Playing Field £8.69

Resolved: to approve payments as presented above. Proposed by MR, seconded by JS. All in agreement.

300 Transfer to funds to ensure non-breach of £85,000 compensation scheme
HK has found a number of accounts that may be suitable all with a minimum of two signatories required

- i. Unity Bank Deposit Account. £15 charge for each transaction
- ii. Royal Bank Scotland: requirement to have a Current Account alongside. This would hold a nominal sum only
- iii. HSBC: Chairman to make an appointment to open savings account

301 Evening charge for use of Staithe toilets by local businesses

At the last meeting a charge of £25.00 was agreed for the use, outside of normal opening hours, for local businesses that are open to the public but do not have sufficient facilities on-site. Following discussion is was:

Resolved: to approve £25.00 per evening to local businesses outside of normal opening hours. Proposed by SC, seconded by RL. 8 in agreement, 1 abstention.

302 Norfolk Pension Scheme (for information): employer contribution rates for the next three years have been provided, as follows

2017/18	21.5%
2018/19	22.0%
2019/20	22.5%

303 Approve contract for 2017/18 Grass Cutting

Three organisations expressed interest interest in submitting a tender for this contract; two were received. Three parish Councillors (MW, MR, PC)

met to consider the tenders and confirm that queries raised have been adequately addressed and propose:

- SNC to be awarded work at Pyes Mill and Churchyard
- Loddon DIY to be awarded the remainder

304 This may change if SNC, as owner of Pyes Mill, agree to this part of the contract being awarded to another contractor other than themselves. HK will seek response from SNC on this issue. **HK**

Resolved: to award the 2017/18 grass cutting contract as above. Proposed by SC, seconded by RL. All in agreement.

305 Picnic tables for Pyes Mill
There are five tables in this area all of which are in need of replacement. Proposal is to purchase tables made of recycled plastic and requiring no maintenance other than flat-pack construction and installation.

306 Proposed to purchase four standard tables at £369.96 each and one able to accommodate a wheelchair, £414.99. Total cost £1894.83. In addition, £75.00 for construction and £90.00 delivery. HK to seek a discount at point of purchase. This expenditure can be accessed from S106 funds.

Resolved: to purchase a total of five picnic tables, as detailed above. Proposed by MR, seconded by MW. All in agreement.

TO RECEIVE AND APPROVE RECOMMENDATIONS FROM PERSONNEL COMMITTEE

307 Appraisals have been conducted of both the Clerk and Finance Officer following which the Personnel Committee have recommended:

Clerk: rise from SCP 30 to 33 to reflect the level of experience of current postholder
Finance Officer: rise from SCP 26 to 28

308 Litter Picker post: this post to be directly employed by LPC thereby being covered by Liability Insurance.

309 All the above will also be subject to the Local Government 1% pay rise from April 2017.

Resolved: to approve the recommendations of the Personnel Committee, as above. Proposed by AB, seconded by MW. All in agreement.

REPORTS FORM PARISH COUNCILLORS

310 JC sends apologies for meetings in April and May.

311 AB reported further use of an air rifle around the Jubilee Hall; also the discovery of Class A drugs outside the building. The Police were informed but stated they had no interest and to contact Environmental Services at SNC for removal and destruction of the drugs.

312 MW, RL, CG and GK all attended the recent meeting with Jubilee Hall Management Committee to seek solutions for concerns raised by users. A further meeting will be held in six weeks.

313 Abandoned car (see Minute 267): this was reclaimed by the owner after one week.

REPORTS FROM DISTRICT AND COUNTY COUNCILLOR

314 The Jubilee Hall Management Committee met recently with users and representatives from the Playing Field Committee to discuss a range of issues and concerns; solutions were discussed and agreed with a view to ensuring transparency within the management structure and a follow-up meeting will take place in six weeks.

315 Council Tax increase will see a Band D property in South Norfolk increase by £6 per annum for 2017/18.

316 B Stone provided a report detailing a range of facts relevant to the services provided by NCC.

317 With regard to the George Lane roundabout a number of conflicting reports have been received by both BS and LPC. It was noted that whilst this is not an NCC project, but the responsibility of the developer, NCC are guaranteeing the quality of work. Associated work with the re-alignment of George Lane is expected to commence in April to lay new gas lines from Filbert Road to the Medical Centre with the complete road project completed by August. However, this would require Road Closure notice to given permission but, to date, none has been published. BS will seek clarification. In addition, the roundabout at Hales is expected to be built during 2017/18 and it is unlikely that work in two areas, in such close proximity, would go ahead at the same time.

BS

318 Market Towns Initiative: funding for this has now ceased but a new strategy, seeking European funding, seeks to promote tourism and economic growth; additional car parking is a major element of this strategy.

319 Childrens' Services: reports in the EDP are historical; the new Director is already achieving results that will ensure the service has in place the procedures to deliver the required level of performance. £2.7 million has been made available from central government as a capital grant to support Special Educational Needs (SEN).

SIGNIFICANT CORRESPONDENCE

320 The list was presented and further action on some is already in place.

DATES OF FUTURE MEETINGS

321 Thursday 13th April, to include Annual Parish Meeting. Agenda Items to Clerk by 4th April.

Thursday 11th May, to include Annual Parish Council Meeting. Agenda Items to Clerk by 2nd May.

The meeting ended at 10.00 pm

