

LODDON PARISH COUNCIL

Minutes of Loddon Annual Parish Council meeting held on Thursday 11th May
2017 at 7.00pm in The Library Annexe, Loddon

Present: Paul Clemence (PC)
Sarah Colman (SC)
Sophie Garrett (SG)
Ray Lumley (RL)
Michael Roe (MR)
June Strickland (JS)
Margaret Wallace (MW)

In Attendance Howard Keeling (HK) Finance & Projects Officer
Anne Panella (AP) Parish Clerk

WELCOME

62 Everyone was welcomed to the meeting and confirmed that no-one wished to record the meeting.

ELECTION OF CHAIRMAN

63 Proposed by JS, seconded by PC that Sarah Colman be Chairman for 2017/18. All in agreement.

ELECTION OF VICE CHAIRMAN

64 Proposed by MW, seconded by JS that Ray Lumley be Vice Chairman for 2017/18. All in agreement

APOLOGIES FOR ABSENCE

65 Were received from J Coupe, C Gould, G Knights and B Stone. J Bussens was also not present.

DECLARATIONS OF INTEREST

66 None were received for the meeting. If any Councillors have any amendments to their annual Declarations of Interest to inform the Clerk.

ELECTIONS TO COMMITTEES, WORKING PARTIES AND OUTSIDE REPRESENTATIVES

67 The representation was agreed as follows:

Membership of Committees	2016	2017
Personnel Cttee	R Lumley, S Colman, J Strickland, G Knights	R Lumley, S Colman, J Strickland, G Knights
Playing Field Cttee	R Lumley, M Wallace	R Lumley, M Wallace
Membership of Working Parties		

HighwaysWwar Memorial/Churchyard	P Clemence, J Strickland	P Clemence, J Strickland
Sports and Leisure	S Colman, G Knights, A Boles	S Colman, G Knights, M Roe
Market Towns	J Strickland, S Garrett, R Lumley	This has now ceased operation
Outside Representation		
Jubilee Hall Mngt Cttee	G Knights	A Panella
Hales Green Steering Group	R Lumley	R Lumley
Loddon & District Business Association	S Garrett, J Strickland	S Garrett, J Strickland
Beccles & Bungay Community Transport Group (BACT)	S Garrett	S Garrett
Loddon Charity Trustees	J Strickland, M Wallace	J Strickland, M Wallace
Loddon Buildings Preservation Trust	A Boles	M Roe
Waveney Valley Tourism	-	J Strickland, S Garrett

68 Hales Green: RL confirmed that SNC is seeking to hand over responsibility for Hales Green to local residents; a committee is currently being created with a view to managing the Green in the future.

69 Loddon Buildings Preservation Trust: AP to check which meetings the LPC representative would attend.

REVIEW OF GOVERNANCE DOCUMENTS

70 All documents were reviewed and proposed amendments accepted with the following additional amendments proposed:

71 Data Usage Policy: remove ‘... within their homes ..’ in the second paragraph.

Allotment Lettings Agreement: emphasise that NO fires are permitted on the site

Resolved: to approve all the Governance documents with the inclusion of the additional amendments as above. Proposed by RL, seconded by MR. All in agreement.

APPROVAL OF THE MINUTES OF THE MEETING HELD ON THURSDAY 13TH APRIL 2017

72 **Resolved:** to approve the Minutes of the meeting held on 13th April 2017. Proposed by JS, seconded RL. All in agreement.

MATTERS ARISING

73 PAT testing: all electrical appliances in the LPC offices have been tested; two cables require replacing

- 74 Staithe Toilets: following the on-going problems which required DynoRod to be called out to resolve a major issue SNC have now agreed to engage an independent surveyor to check the overall infrastructure and will inform LPC when this will take place. LPC have paid the DynoRod invoice but will be forwarding this to SNC for settlement.
- 75 Footfall Counters at Toilets: usage is monitored weekly at both Church Plain and The Staithe. Usage is split consistently two-thirds Staithe, one-third Church Plain. The shower at the Staithe is generating significant income; in April this amounted to £150. However, tokens are not always used after consumers have purchased which, in turn requires additional tokens to be purchased monthly by LPC.
- 76 Pyes Mill: LPC approved six new picnic tables previously (Minute 34). However, on updating the Asset Register it transpired that SNC own all 'furniture' on their land, ie: the picnic tables. Three of the current tables are beyond repair and SNC have agreed to replace with DDA compliant tables and will also install tables purchased by LPC. Total cost for 3 DDA compliant and 3 ordinary will be £1,777, including installation, which is less than the original expenditure approval. All tables will be in situ by end June 2017.
- 77 In addition, if LPC were to take on responsibility for the management of this area SNC have confirming that any outstanding works would be completed prior to hand-over.
- 78 Parking on corner of Bridge Street/George Lane: increasing numbers of complaints about inconsiderate/dangerous parking on this junction by people using the fast-food restaurants often forcing pedestrians to walk into the road to avoid the cars parked on the pavement. LPC have submitted a formal complaint with photographs and maps highlighting the problem. Proposal to put additional bollards at this junction on the pavement to prevent anti-social parking
- 79 Boats moored long-term at Pyes Mill: one boat has returned but has no registration. Meeting with the Broads Authority with regard to the SLA to be organised. **AP**
- 80 War Memorial: RL to seek to organise the cleaning of the Memorial by the Scouts/Army Cadets. **RL**

PLANNING

- 81 2017/0864 Land east of High Bungay Road; construction of 79 starter homes, associated infrastructure and scout building: Objection
- There is already 30 years of development land for South Norfolk
 - What is the designation of Starter Homes within legislation? what assurances are in place to ensure they remain as 'Starter Homes' and are only sold to First Time Buyers and not sold at market value immediately
 - access to the site is very restricted particularly for emergency vehicles. There is only one entrance/exit, which is very close to the A146, already a dangerous junction. Motorists experience very long delays, up to 20 minutes at peak times, in joining the A146
 - the area is known locally as an area subject to regular flooding due to the underground water courses and the associated impact this will have on future sewerage facilities

- traffic surveys conducted in the past 12/18 months will be of little value as the impact of the Taylor Wimpey will not have been included and, in particular, the George Lane development will not be known at this time
- Low Bungay Road has no pedestrian pavement and at the junction with Kittens Lane it is very narrow and already causes congestion at peak times with traffic associated with the schools up Kittens Lane
- Junction of Low Bungay Road, where it enters Loddon is also very narrow and on a 'blind' corner, yet again adding a potentially dangerous element to traffic management within the village
- Public transport already have problems navigating in the area around High and Low Bungay Roads and around the schools; additional traffic volumes may result in operators reviewing the provision of these services
- The additional traffic will make it impossible, and potentially dangerous, for children to walk to school
- Inadequate infrastructure: all local schools and doctors are at or near capacity and that is prior to the certain increase in demand from the George Lane development once that is completed
- the land is outside the development boundary
- was previously, and it still is (?) designated for Commercial use only
- Scout building: it has been sited right at the very end of the development making it extremely difficult to access. Why was it put in this location? To show concern for provision of amenities for the residents?
- Pill box: is this a registered/listed building
- Utilities: residents are very aware of the problems caused by the sewer in this area which regularly blocks
- Impact on environment: what surveys have been conducted with regard to wildlife, flora and fauna
- This application must be considered by the Planning Committee

Resolved: to object to this application as comments above. Proposed by RL, seconded by MR. All in agreement.

82

For Information

2017/0816 Pink House, 15-19 Church Plain: replacement of garden shed with greenhouse.

The following applications have been approved:

83 2017/0521 - 35 Church Plain: retention and replacement of access gates. Approval with no conditions.

84 2017/0650 - 1 Church Plain: re-build and convert rear building, change door colour to shop front. Alteration to south elevation. Approval with conditions.

85 2017/0696 - 31A Church Plain: replacement of front door to Library

PUBLIC FORUM

86 Parking outside fast food restaurants on junction of George Lane and Bridge Street: this is no longer an issue for the Police but the Enforcement Officer at SNC. Suggested placed a flower tower to prevent parking on the pavement; however, the ground is uneven and the tower likely to be unstable.

- 87 Parking outside The Hollies: drivers continue to park on the yellow lines outside this building.
- 88 Shed behind The Swan: an Enforcement Order is in place for the removal of this. LPC to contact SNC with regard to timescale for removal.
- 89 Information Panel at The Staithe: in a poor state of repair, requires urgent attention.
- 90 LPC Agendas on website: AP to check the link as Agendas cannot be found
- 91 George Lane roundabout: work has yet to commence despite repeated assurances from the builders and NCC. The gas main on Mundham Road was the latest issue but understood that was being resolved. Update required from BS.
- 92 Tourist Information: banners/flags directing people to the new venue for the TIC will shortly be in place.

CHAIRMAN'S REPORT

- 93 Nothing further to comment.

FINANCIAL REPORT AND ACCOUNTS FOR PAYMENT

94	Loddon Garden DIY	Grass Cutting Contract	£657.97
	Paul Frost	Removal of BT van from JH Playing Field	£100.00
	Anne Panella	April Salary	£1,026.77
	Lesley Fish	April Salary	£220.68
	Howard Keeling	April Salary	£1,082.29
	Norfolk LG Pension Fund	April payments	£324.54
	David Greeves	April Salary	£220.85
	HMRC	March PAYE payments	£370.60
	TalkTalk	Telephone and Broadband	£39.35
	LBPT	Office Quarterly Rental	£1,215.52
	P Bowyer Associates	Unblocking of Staithe toilets	£150.00
	See the Difference!	Toilet Cleaning	£1,300.70
		TOTAL	£6,709.27

- 95 In addition, the following were presented for approval:
- 96 Hire of Garage: on Drury Lane from Saffron Housing for the storage of event equipment. Cost of £10 per week plus VAT (£12.00 per week)
- 97 Training to conduct Inspections on Play Equipment: currently this is not being undertaken. Training for AP and HK, £60 each. Total £120
- Resolved:** to approve all the payments as detailed above. Proposed by SG, seconded by PC. All in agreement.
- 98 Arrangements for transfer of funds to ensure do not breach £85K compensation scheme: Forms signed for the transfer of some funds to Unity Trust Bank. Other

accounts will be opened shortly to ensure all bank accounts fall below the breach figure.

REPORTS FROM PARISH COUNCILLORS

- 99 JH Playing Field: confirmation that the removal of broadweed has been carried out **AP**
- 100 LDBA AGM: a new Chair and Vice Chair have been appointed. The Secretary position has been divided into three separate areas: Partnership, Minutes, Meeting arrangements
- 101 Victorian Evening: H Tew will be taking over management of the arrangements for this event in 2017
- 102 BACT: put in an application for a new minibus and have been successful, the only group in East Anglia to be awarded one of the new buses. It cannot be used for contract work so will be deployed only within South Norfolk on Dial-a-Ride and other non-profit work.
- 103 Waveney Valley Local Action Group: to date have been allocated in the region of £500K which must be spent by 2018.
- 104 Chelsea Flower Show: a garden is to be built with the theme of the Norfolk Boards; the centrepiece will be constructed by students from Lowestoft College.

REPORTS FROM DISTRICT AND COUNTY COUNCILLOR

- 105 As both have sent apologies there is nothing to report.

SIGNIFICANT CORRESPONDENCE

- 106 The list was presented together with the following items:
- 107 Saturday 10th June at 2.00pm: Gardening Club at Davy Place have been donated a plaque by Youngs Funeral Services to commemorate the Queens 90th Birthday in 2016. The Gardening Club are inviting Parish Councillors to the event as LPC provided grant for gardening equipment. RL and SC will attend. **RL/SC**
- 108 Church Plain Toilets: following an article in Contact detailing the costs for provision one response has been received that does not support the on-going expenditure for provision of these toilets
- 109 Willow tree branch in river at The Staithe: the Environment Agency have contacted LPC and indicated they will seek to have this large branch removed.
- 110 Skateboard Park: specialist companies have been approached to provide indicative prices and designs. Grant applications will be made to WREN, Lottery funding etc.
- 111 Vacancy for Parish Councillor: an advert will be placed in Contact, on the website and notice boards
- 112 Use of bouncy castle on JH Playing Field: agreed in principle providing the hirers provide confirmation that the Bouncy Castle company have correct Public Liability Insurance

DATES OF FUTURE MEETINGS

113 Thursday 8th June. Agenda items to Clerk by 30th May
Thjs meeting will commence at 6.45 pm with the Freedom of Loddon Award

Thursday 13th July. Agenda items to Clerk by 4th July

The meeting ended at 9.30 pm