

# LODDON PARISH COUNCIL

## Minutes of Loddon Parish Council meeting held on Thursday 12<sup>th</sup> October 2017 at 7.00pm in The Library Annexe, Loddon

**Present:**

<b>David Bingham</b>	<b>(DB)</b>	
<b>Paul Clemence</b>	<b>(PC)</b>	
<b>Sarah Colman</b>	<b>(SC)</b>	<b>Chair</b>
<b>John Coupe</b>	<b>(JC)</b>	
<b>Sophie Garrett</b>	<b>(SG)</b>	
<b>Gary Knights</b>	<b>(GK)</b>	
<b>Ray Lumley</b>	<b>(RL)</b>	<b>Vice Chair</b>
<b>Michael Roe</b>	<b>(MR)</b>	

**In Attendance**

<b>Colin Gould</b>	<b>(CG)</b>	<b>District Councillor</b>
<b>Anne Panella</b>	<b>(AP)</b>	<b>Parish Clerk</b>
<b>Barry Stone</b>	<b>(BS)</b>	<b>County Councillor</b>

### **WELCOME**

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

### **APOLOGIES FOR ABSENCE**

257 Were received from H Keeling, J Strickland and M Wallace. J Bussens also did not attend.

### **DECLARATIONS OF INTEREST**

258 GK declared an interest at Agenda Item 9, Loan to the Jubilee Hall, as Trustee of the same.

### **APPROVAL OF THE MINUTES OF THE MEETING HELD ON THURSDAY 14<sup>th</sup> SEPTEMBER 2017**

**Resolved:** to approve the Minutes of the meeting held on 14<sup>TH</sup> September 2017. Proposed by PC, seconded SG. All in agreement.

### **MATTERS ARISING**

259 Chair proposed bringing Agenda Item 12, Playing Field Committee, forward and this was agreed.

260 Minute 211, George Lane Roundabout: BS has had a meeting with the Director for Planning and Environment at SNC. The original application was pre-CIL legislation and, as the developer opted to build the roundabout, no S106 monies will come to the community as the construction undertaking negates the requirement to make such a payment. If the current situation, with regard to the funding being sought from the Dept of Transport, were not to be successful there

may be a possibility to renegotiate. The outcome of this application for funding has yet to be announced.

261

However, it was reiterated that should the funding application by NCC be unsuccessful the developer, Halsbury Homes, remains responsible for the provision of the roundabout, which now includes amendments/redirection of the gas main. It was suggested that future Planning Permissions should, for the avoidance of doubt, include more specific clauses to cover such scenarios.

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Confirmed that the Bond required to ensure the building of the roundabout is in place; however, as it has not been called upon BS stated it has now likely been spent on some other project.

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Concern was raised as to how this situation has arisen; no agency/organisation/council seems able to provide a clear statement. A letter to the MP, Richard Bacon, also did not elicit any useful response. Why has SNC and/or NCC not formally requesting Halsbury Homes to provide a clear timetable for construction. The issue of the gas main has now been known for some considerable time and should now be a priority; has a plan for this work been requested and, if so, why is it not being made available? BS to seek clarification and provide a full up-date.

**BS**

264

Minute 223: meeting with Police: GK confirmed that although the meeting has not taken place the incidents and complaints raised have been passed to the local police team for action.

#### **REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

265 Bungay Road/Dulls Road: although the criteria for imposing a lower speed limit on this road is not met by the current conditions; number of houses, schools etc both County Councillors for neighbouring villages are seeking to have a review of the national speed criteria as applied to a number of rural roads with a view to reducing the maximum speed on some roads.

266 Reference was made to legislation that notes authorities can take a flexible approach to the imposition of speed limits by taking into account other factors such as geography, function of road, usage, number of bends/corners etc.

267 Speed Awareness Message (SAM): a mobile unit that can be used in various locations, operated by volunteers, which flashes up vehicle speeds and SLOW DOWN messages to individual motorists. The cost for these is between £4-£5,000 but could be shared between a number of parish councils who would own the unit and be responsible for future maintenance.

268 Ten marker posts were provided several years ago advising of difficult conditions on the Bungay Road/Dulls Road but over time have been removed by cars crashing into them; only one now remains.

269 Kirby Cane & Ellingham Parish Council have suggested a meeting of neighbouring parish councils with a view to providing support for the proposed review. Agreed that evidence in the form of photographs and videos are more relevant in portraying the issues along the length of the road.

- 270 Boundary Review: when the new boundaries are confirmed Loddon, Chedgrave, Langley and Hardley will become a two-(District) Councillor Ward.

#### **PLAYING FIELD COMMITTEE**

- 271 The draft Minutes of the meeting held on 3<sup>rd</sup> October were noted. The Football Club (LUFC) has not yet reached agreement with the Jubilee Hall Management Committee (JHMC) on the new contract for the current season. The changing room facilities have not been cleaned and consumables have not been supplied. The facilities are deemed unhygienic, detrimental to the reputation of the football club and may result in being reported to the League for not providing proper facilities for either the home or away teams. LUFC are seeking a breakdown of proposed charges together with Terms & Conditions as a means of seeking a resolution; however, the information has not yet been received. LUFC are asking the Parish Council for assistance in bringing these negotiations to a conclusion. It was suggested that a 3-way meeting is held, between LPC, LUFC and the JHMC to discuss the contract; suggested two representatives from each group. AP to liaise with JHMC to arrange this meeting. **AP**

#### **PUBLIC FORUM**

- 272 Bollards outside fast food restaurants on junction of High Street/George Lane: approval for this work was authorised several weeks ago. Clerk to chase Highways Manager for an update and expected timescale. BS confirmed that his Members budget could be used to meet the cost for this work. **AP**
- 273 Also, to enquire if the bollard between the Kings Head and the Bank houses is to be re-installed. **AP**
- 274 Boxing Club: a small club is due to commence, holding sessions in the Library Annexe. An application form for a Small Grant from LPC has been provided and will be considered on receipt. Member Ward Budgets were also offered as a source of funds.

#### **PLANNING**

- 275 i. 2017/2235: 15 Market Place: Replacement entrance porch. Approve  
ii. Norfolk County Council: introduce 20mph zone on Taylor Wimpey development (Town Farm Drive, Reeds Way and Brownes Grove) as part of the planning conditions. Approve
- 276 The following applications have been approved:
- i. 2017/1664: 25 High Bungay Road: Extension and alteration works plus Listed Building approval  
ii. 2017/1896: Stubbs Cottage, Stubbs Green: extensive building works, replacement doors and windows and repair gutting. Also to include Listed Building consent  
iii. 2017/1936: Land adjacent to Little Money Road: Two new industrial units with 6 parking spaces per unit

#### **JUBILEE HALL**

- 277 LPC has offered a loan of up to £10,000 to the Jubilee Hall Management Committee for the purchase of a new boiler. In order to approve this loan up-to-date Annual accounts were requested with explanations on monthly income and expenditure,

bad debts and a proposed repayment schedule. However, the annual accounts to end September 2016 only were provided; LPC requested that to approve the loan more current information is required.

278 It was noted that staff costs increased 25% from 2015 to 2016: has this level of increase been carried forward to 2017? Item to be carried over to November meeting.

**FINANCIAL REPORT AND ACCOUNTS FOR PAYMENT**

279	10.01	Fenland Leisure Products	Skate Park Maintenance	£935.80
	10.02	Graphix Bank	Skate Park Sign	£45.00
	10.03	PHS Group	Sanitary Services	£1580.71
	10.04	See The Difference!!!	Toilet Cleaning	£1403.93
	10.05	Loddon Garden & DIY	Grass cutting	£979.95
	10.06	TalkTalk	Telephone & Broadband	£39.69
	10.07	Mazars	External audit fees	£720.00
	10.08	Saffron Housing Trust	Garage rental	£52.00
	10.09	Norfolk Pension fund	September Contribution	£324.54
	10.10	HMRC	September Contribution	£274.26
	10.11	Lesley Fish	September salary	£220.68
	10.12	David Greeves	September salary	£220.65
	10.13	Anne Panella	September salary	£1026.57
	10.14	Howard Keeling	September salary	£582.78
	10.15	EON	Electricity Pyes Mill	£5.86
	10.16	Royal British Legion	Remembrance Day Wreath	£25.00
	10.17	Cozens UK Ltd	Christmas Tree Lights	£2160.00
			<b>TOTAL</b>	<b>£10,597.42</b>

280 Invoices received after despatch:

Bulbs for winter planting £140.00 approx

Cozens: an external socket for Christmas tree lights £250.00

**GRAND TOTAL £10,987.42**

281 Precept meeting: to be arranged for late November/early December.

**AP/HK**

282 Noted that the external socket will require permission of NCC Libraries Service as the wiring will come through the front external wall.

**Resolved:** to approve all the expenditures above. Proposed by RL, seconded by PC. All in agreement.

**LODDON MARINA/PYES MILLS/BROADS AUTHORITY**

283 The draft proposed Agreement was only received today and circulated electronically. It is quite short but queries were raised with regard to the level of financial responsibility that would fall to LPC.

284 In addition to the £1,500 annual fee payable to the Broads Authority other costs, yet to be confirmed, require clarification: Insurance, refuse collection, car park maintenance, tree care, sunk/abandoned/fire damaged boats. Grass cutting is already carried out and paid for by LPC.

285 The current agreement between the Broads Authority and SNC ceased at end September; confirmation of all running costs are required before LPC can give further consideration to this proposal.

286 Refuse Bins at The Staithe: it was noted that these bins (domestic sized) have been removed with no notice or consultation. The bins are used extensively by visitors by boat to Loddon and likely that fly-tipping will result because of their removal. The reason given by SNC was that the freighter was unable to gain access to the area although noted that the bins provided to residents of Staithe Court, and stored at the rear of 48 Bridge Street, are far more inaccessible but the refuse team empty these each week. CG offered to speak with the Environment Team to have the bins reinstated. Clerk to also send similar request.

AP

### **SKATEPARK**

287 Five companies with experience in the provision of concrete skateparks were approached and invited to submit plans and/or quotations for the replacement of the current skatepark. A full report was presented outlining the services provided by the responses received.

288 Freestyle have visited the site and took the opportunity of meeting, informally, with users on the site; Wheelscape looked at the site via Google Earth whilst Wicksteed presented hard copy plans.

289 Costs are dependent on the consultation exercise with users but for a contemporary style concrete skatepark are in the region of £150 - £180K for the Loddon site.

**Resolved:** to provide a Letter of Intent to Freestyle Skateparks who, upon receipt of this, will begin the concept stage and bring same to LPC to explain the potential possibilities for the site. Proposed by SG, seconded by DB. All in agreement.

### **LODDON TOURIST INFORMATION REPORT**

290 The number of visitors in 2017 was very low compared to previous years, even taking account that there were 63 less days that the Information Centre was open.

291 The location, off the main High Street, inhibits spontaneous visits and although additional signage has been provided during the season it was insufficient to address the low visitor numbers. It was suggested that a more permanent, prominent sign is required together with better lighting along the corridor. A query was raised why the Centre is not open during October Half-Term and why have all the leaflets been removed, many of which are still in-date for events and places to visit. The LPC staff are happy to provide assistance if required.

292 Thanks were extended to the Information Centre co-ordinator and all the volunteers who have given their time over the past few months.

293 It was agreed to convene a meeting with the Co-ordinator, SG, GK and DB with Information Centre volunteers to discuss options for 2018.

AP

### **REPORTS FROM PARISH COUNCILLORS**

- 294
- i. The Secretary of the Loddon Branch of the Royal British Legion, Richard Allen, died on 1<sup>st</sup> October
  - ii. FaceBook: DB has reviewed the current status the LPC FB page; it is suggested the better option may be to delete the current account (which is for an individual) and set-up an 'organisation' type account.
  - iii. Streetlights along Bridge Street have been on 24 hours following recent power cuts
  - iv. Council offices: the lease on the Library Annexe ends in September 2018; NCC have confirmed that new lease Terms & Conditions will be available shortly for consideration. SC and AP viewed 48 Bridge Street which requires some re-decoration; is smaller than the current offices but would be more accessible to the public and visitors to the Information Centre. Awaiting further details from the estate agent and answer to query to SNC regarding exemption of Business Rates
  - v. Footfall counters: agreed that these counters in the toilets can now be removed as sufficient data has been collected

**SIGNIFICANT CORRESPONDENCE and agree any necessary actions**

- 295 Data Protection Training: Thursday 25<sup>th</sup> January at 7.00pm. The Chair requested that all Parish Councillors attend this training.

- 296 CG requested if members of Chedgrave PC could attend. Clerk to amend the booking and inform Chedgrave Clerk. **AP**

**DATES OF FUTURE MEETINGS**

- 297
- Thursday 9<sup>TH</sup> November. Agenda items to Clerk by 31<sup>st</sup> October
  - Thursday 14<sup>th</sup> December. Agenda items to Clerk by 5<sup>th</sup> December
- 298 Draft List of meeting dates for 2018 was received and noted.

The meeting ended at 10.10 pm