



Loddon Parish Council

The Library Annexe | Church Plain | Loddon | NR14 6EX

www.loddonpc.org.uk | clerk@loddonpc.org.uk | 01508 522 020

Minutes of The Meeting of Loddon Parish Council held on Wednesday 14 April 2021 at 7.30pm held remotely via 'GoTo Meeting'

Present: Cllr June Strickland, Chairman (JS), Cllr Kay Mason-Billig, Vice-Chairman (KB), Cllr Arthur Morris (AM), Cllr Jane Hale (JH), Cllr Sophie Waggett (SW), Cllr Mervyn Pointer (MP), Cllr Alan Wildman (AW), Cllr Stephen Jones (SJ), Cllr Margaret Wallace (MW), Cllr Michael Martins (MM).

In Attendance: Emily Curtis (Parish Clerk), Georgina Hirst, (Responsible Finance Officer, RFO), District Councillor Jeremy Rowe, and six members of the public.

Absent: None.

1. Welcome

Cllr JS welcomed everyone to the meeting. The Clerk confirmed that she wished to record the meeting.

2. Remote Meeting Protocol and Etiquette

The Chairman informed the Council and the members of the public that microphones should be muted by all (including Cllrs if they are able) until they wished to contribute to the meeting. All attendees were asked to raise their hands if they wished to speak, and Parishioners were informed that they will be muted after the Public Forum.

3. Apologies for Absence

Apologies received from Cllr David Tarry (DT).

4. Declarations of Interest

Cllr SW declared a non-pecuniary interest in item 6.2.

Cllr MW declared a non-pecuniary interest in item 7.3.

5. To Approve the Minutes of the Meeting Held on the 10 March 2021

Minutes of the meeting held on 10 March 2021 were **APPROVED** as a correct record with no amendments.

6. Matters Arising:

6.1 Wherryman's Way Funding Bid

Unfortunately, the funding bid by the Broads Authority to replace and maintain the signage on the Wherryman's Way route was unsuccessful.

6.2 Permissive Path (Pyes Mill/Holy Trinity Church, Pyes Mill/Marina)

The Council has received an update from the landowner. The Permissive Footpath between Pyes Mill and Holy Trinity Church will reopen in a few weeks, which will allow visitors to walk into Loddon via Church Plain, thus giving access to Loddon businesses.

The Permissive Footpath between Pyes Mill and the Marina will be completed later when the drainage canals have been dredged, trees and the brush removed.

The material being used to form the culverts and dredged material used to form the Permissive Footpath route will need to be dried out. The tree removal along the riverbank

will take priority as navigation is a legal requirement, as is dredging. The landowner has reminded the Council, that all the required works have the required permissions and authorisations.

6.3 Flooding

A report on the recent flooding has been received from Norfolk County Council.

6.4 Streetlamps on Church Plain Car Park

Several of the lamps on Church Plain Car Park are faulty and have been reported to South Norfolk Council (SNC) for repair.

6.5 Grit Bin on Church Plain

Thanks to the owner of the former Public Toilets on Church Plain for moving the grit bin onto the Church Plain Car Park. **ACTION:** Clerk to inform NCC Highways of the new location and ask for it to be filled.

6.6 Pyes Mill Notice Board

Thank you to Patrick Webster for supplying his time and materials to restore the Pyes Mill wooden Notice Board back to its former glory. Thanks to Panel Graphics Ltd for donating the replacement Perspex. **ACTION:** Clerk to write thanks.

6.7 Bootcamps on the Old Hockey Field

Permission has previously been given by Loddon Parish Council and the relevant documentation has been received. The boot camps will resume when Covid-19 restrictions allow.

7. To receive reports from County and District Councillors in attendance and Public Forum:

7.1 County Councillor Barry Stone

Circulated a report to Cllrs prior to the meeting.

7.2 District Councillor Kay Mason-Billig

Progress is being made on construction of the roundabout. Trees have been removed to align the route and the legal agreement is in place (although not signed yet). A contractor has been appointed, and Norfolk County Council (NCC) will be installing signs shortly advising when the construction is due to start.

Loddon On Call has been successful in receiving grants from the Members' budget.

Cllr KB reported that having consulted the Planning Officer regarding the replacement aluminium windows on 44 High Street, approval was given due to there being no historic value in the existing windows.

7.3 District Councillor Jeremy Rowe

District Cllr Jeremy Rowe had circulated a report to Councillors prior to the meeting. Over Easter, ChetChat delivered almost a hundred bags containing Easter eggs, hot cross buns and daffodils to the over-60s. Each bag also contained a personally addressed Easter card, for which he is grateful to the staff and children from Loddon Primary. Cllr JR also thanked the ChetChat team of volunteers, as well as Morrisons and Tesco in Beccles for their generous support, and Spoon Cake, for a large donation.

The next ChetChat event will be a sponsored walk from Loddon to Hardley Mill on the afternoon of Saturday 18 September, which will raise money for the group and for very important local causes. If you know anyone over-60 who might like a regular visit or phone call, or just some help, please let them know that ChetChat can help; 07876 050 110.

In other news, South Norfolk, working with the Chet Valley B-Line project, have identified sites in Loddon in which they are planning to leave some areas uncut, as part of the 'Don't

Mow, Let It Grow' initiative. The areas are: Leman Grove, Harvey Green, Gilbert Grove, Filbert Road, The Staithe and Pyes Mill. Cllr JR's surgeries will resume in the summer when it should be safe to hold them again. In the meantime, Jeremy can be contacted on 07733 323 581.

7.4 Chairman's Report

Cllr JS reported that she recently attended a NALC conference and summarised her findings to the Council. She also informed the Council that her two-year term as Chairman for Loddon Parish Council (LPC) was ending at the May 2021 meeting. This meeting will be held in person at the Library Annexe, as legally Councils must meet face-to-face from the 07 May 2021. Members of the public will be invited to attend remotely until further guidance is received.

7.5 Parish Councillors Reports

Cllr MW thanked the Council staff for the tribute to HRH The Prince Philip, Duke of Edinburgh on the Church Plain Notice Board. It was noted that Holy Trinity Church have opened a book of condolence.

7.6 Public Forum

Colin Hartley, representing Loddon Royal British Legion informed the Council, that a wreath would be laid on Loddon War Memorial in remembrance of HRH The Prince Philip, Duke of Edinburgh on the 17 April at 2pm.

8. General Power of Competence

The Clerk now holds the Certificate in Local Council Administration, but the Council were unable to meet the criteria for the General Power of Competence, as two thirds of the Council Members must be elected.

9. Finance Report

9.1 Accounts for Payment in Accordance with the Budget

The RFO presented the list of payments and it was **RESOLVED** to approve this list of payments. **ACTION:** RFO

Signatories, Cllr AM offered to sign the BACS and cheque payments. **ACTION:** RFO, Cllr AM.

Date	Payee	Item	Payment Method	Amount / £
15/03/2021	Buzz Networks Ltd	Virtual Landline	CC	5.95
31/03/2021	Indeed	Recruitment Advert	CC	9.55
02/04/2021	LogMeIn Technologies	GoTo Meeting	CC	13.20
08/04/2021	Amazon Business UK	3 x 32GB USB sticks 4TB External Hard Drive	CC	93.04
08/04/2021	Amazon Business UK	Microwave and stationery	CC	59.92
09/04/2021	Belinda Barraclough	Memorial arm bands	CC	13.88
26/02/2021	Lloyds Bank	Multipay card charges	BC	6.00
26/03/2021	Lloyds Bank	Multipay card charges	BC	6.00
31/03/2021	Unity Trust Bank	Bank Charges 05/12/20 - 04/03/21	BC	18.00
09/03/2021	British Gas	Office Gas	DD	780.43
19/03/2021	SSE Southern Electric	Streetlights	DD	124.20
19/03/2021	Plusnet	Phone and broadband	DD	41.88

22/03/2021	BNP Paribas	Photocopier lease	DD	189.05
28/03/2021	British Gas	Office Electricity	DD	140.35
05/04/2021	South Norfolk Council	Staithe Toilet Rates	DD	166.60
05/04/2021	South Norfolk Council	Office Rates	DD	435.30
06/04/2021	British Gas	Staithe Electricity	DD	137.42
09/04/2021	intY Ltd	2 x Office 365	DD	22.56
12/04/2021	Adept IT Solutions	IT Support	DD	28.80
18/04/2021	Apogee Corporation Ltd	Photocopier costs	DD	124.63
19/04/2021	Everflow Water	Staithe Water	DD	334.46
19/04/2021	Plusnet	Phone and broadband	DD	40.80
20/04/2021	British Gas	Office Gas	DD	172.05
23/04/2021	SSE Southern Electric	Streetlights	DD	63.60
27/04/2021	British Gas	Office Electricity	DD	26.66
19/04/2021	Saffron Housing Trust	Garage Rent	SO	54.17
14/04/2021	Paramount Personnel	HR Support	300009	94.50
14/04/2021	Kirby Cane Hall Farms	Community Grant	300010	111.21
14/04/2021	HM Revenue & Customs	Tax & NI - April 2021	300012	393.97
14/04/2021	Patrick Webster	Noticeboard renovation	300013	98.21
14/04/2021	Signcast	Freedom of Loddon Plaques	300014	612.00
14/04/2021	The Church in Loddon	Church Grant	300015	660.00
14/04/2021	Norfolk County Council	Office Rent March 2021	BACS	500.00
14/04/2021	Norfolk County Council	Office Rent April 2021	BACS	500.00
14/04/2021	NPTS	2021-22 subscription	BACS	500.00
14/04/2021	Adept IT Solutions	New Cllr email set up	BACS	15.50
14/04/2021	Loddon Garden & DIY	Rubbish clearance	BACS	144.00
14/04/2021	Norwich Office Supplies	3 x pedestal drawers	BACS	90.00
14/04/2021	Chris Knott	Cleaning	BACS	296.00
14/04/2021	Cozens (UK) Ltd	Streetlight Maintenance	BACS	36.00
14/04/2021	Panel Graphic	Plastic screens	BACS	188.40
14/04/2021	Viking Direct	Paper and stationery	BACS	98.97
14/04/2021	GBUK Systems	Admin new laptop	BACS	474.00
14/04/2021	Salaries & Redundancy Pay	April 2021	BACS	3,247.37
14/04/2021	Norfolk Pension Fund	Pensions - April 2021	BACS	679.05
Total Payments				11,847.68
Date	Received From	Item	Payment Method	Amount / £
05/03/2021	Zurich	Insurance refund	BACS	9.86
30/03/2021	Allotment 13	2020-21 Allotment rent	CASH	20.00
31/03/2021	Allotments 2A, 5, 6B, 7, 8B, 8C, 9A, 9C, 9D, 10C, 11, 13A, 13B, 13D, 14, 15, 16, 17, 18A, 18B, 19A	2021-22 Allotment rent	CHQs	440.00
Various 10/03/21 - 08/04/21	Allotments 1A, 1B, 3, 5A, 5B, 7B, 8A, 8D, 9B, 9E, 9F, 10A, 10B, 12, 13, 19B	2021-22 Allotment rent	BACS	385.00

09/04/2021	South Norfolk Council	Local Restrictions Support Grant	BACS	1,334.00
12/04/2021	E Pearce - Little Learners	Rear Hall Hire inc. £50 returnable deposit	BACS	290.00
Total Receipts				2,478.86

9.2 Bank Reconciliation as of the 31 March 2021

The balance of Loddon Parish Council's bank accounts as of the 31 March 2021 was £179,376.26

9.3 Unity Trust and Barclays bank Signatories

LPC would like to appoint another signatory for the Unity Trust and Barclays Bank Accounts. With no volunteers, this matter was deferred. **ACTION:** RFO.

9.4 Ear-marked Reserves for 2021-2022

The RFO made recommendations regarding allocating the funds in the general reserve, to new ear-marked funds for future projects and long-term repairs and renovations of LPC assets. It was **RESOLVED** to accept these recommendations. **ACTION:** RFO

9.5 Virement of £1,000 from General Funds to IT Budget

It was **RESOLVED** to transfer £1,000 from the general reserve to the IT budget to cover the additional costs of the IT equipment for the new employee. **ACTION:** RFO.

9.6 Installation/Removal of Christmas Lights

Loddon Garden & DIY £1,155 + VAT

Pearce & Kemp (2020 amount – see emails) £3,448 + VAT

TT Jones Electrical £1,850 + VAT

The Council **RESOLVED** to accept the three-year quote from Loddon Garden & DIY for installation and removal of Christmas lights. **ACTION:** RFO.

9.7 Church Plain Christmas Tree Wraps

The Christmas tree wraps on Church Plain have reached the end of their lifespan and will need to be replaced for the 2021 light display.

Cozens £1,280 + VAT

The Council **RESOLVED** to accept Cozens quote for the tree wrap removal. **ACTION:** RFO

9.8 Repairs to Library Annexe Windows

Repairs are required to the three lower casement windows in the Library Annexe office to enable them to be opened to meet ventilation requirements for a Covid safe workplace. In the past the opening sections of the windows have been disabled, sealed up and painted over. Renovations are required to repair parts of the frames and reinstate hinges and locks. The RFO has strived for three quotes,

Antique and Period Glassworks £1,500.00

Norwich Glass Company Ltd £ 928.20 + VAT

The Council **RESOLVED** to accept the quote from Norwich Glass Company Ltd. **ACTION:** RFO.

9.9 Broadcaster Advert

The Parish Council were offered a significantly lower price than the original quote of £2,000 for half page advert advertising Loddon as a location for tourists in the Broadcaster publication. The Council **RESOLVED** to accept this revised price of £200 for a quarter page advert. **ACTION:** Clerk.

9.10 Replacement Litter Bins

SNC operatives have requested that three wooden bins are replaced in the village. SNC have agreed to replace the Pyes Mill and Church Plain litter bin. LPC will need to fund the replacement bin on the George Lane/Bridge Street junction, and Cllr JH agreed to approach the owners of the takeaways to see if they would contribute. **ACTION:** Cllr JH and RFO.

10. COVID-19 Lockdown

The Government has outlined the roadmap to ease the Pandemic restrictions as detailed in the 'Covid-19 Response - Spring 2021' document. Details are on the Parish Council website. The Tennis Courts reopened on the 29 March 2021 and the Parish Council office reopened on the 12 April 2021. A Covid-19 Risk Assessment has been completed and Perspex screens are in place for the safety of members of the public, Cllrs and employees. **ACTION:** Clerk

Cllr MP informed the Council that the damage to the sanitiser dispenser on Church Plain has been reported to SNC.

11. Library Annexe Lease

The amendments to the Lease were agreed, although it was requested that the September 2020 rent review should be completed before the Council signs the document. **ACTION:** Clerk.

12. Loddon and Chedgrave Playing Field Committee

The Minutes of the last meeting; 31 March 2021 and the report on the CCTV proposal had been previously circulated to Cllrs. The PFC have appointed TPI Security to install the CCTV system.

13. Green Dog Walkers Scheme

The Clerk circulated details of the Green Dog Walkers Scheme, which has proved successful in other parishes. The scheme encourages dog walkers to adopt the Green Dog principles. Green Dog Walkers® sign a pledge to:

- always clean up after their dog.
- dispose of the bag responsibly.
- carry extra dog waste bags.
- gladly give a bag to those without one; and
- be a friendly reminder to other dog walkers to clean up after their dogs.

Due to the cost of signing up to this scheme (£500) the Council **RESOLVED** to decline joining the scheme and Cllr KB offered to write to the local schools to see if they would be interested in creating some local posters. **ACTION: Cllr KB**

CCTV will also be installed on the Loddon and Chedgrave Playing Field, and SNC have confirmed that they will prosecute people who fail to clear up after their dogs.

14. Bus Stop on George Lane Roundabout

A proposal for a bus stop on the A146 George Lane roundabout was discussed, but as the drawings for the construction of the roundabout have already been approved, caution was expressed about delaying the construction process further. It was **RESOLVED** to defer contacting Border Bus/NCC Highways until the roundabout has been constructed. **ACTION:** Clerk.

15. Loddon's Status as Town/Village

Loddon's status as a town was discussed and it was noted that even though Loddon has historically been known as a town and has many attributes of a town, the final decision must lay with Loddon residents. It was **RESOLVED** to consult Loddon residents on this issue during the Neighbourhood Plan. **ACTION:** RFO

16. Staithe Footbridge

Helen Sibley at SNC has written to the Council confirming that the bridge is SNC's responsibility. SNC are waiting for the results of a Structural Survey, but the initial report indicates that the bridge can be restored rather than replaced.

17. Chet Working Party Update

The Broads/Staithe Working Party has been renamed as the Chet Working Party and the next meeting is planned for the 20 April 2021.

SNC have repaired the leaking tap at the Staithe moorings.

There was further vandalism in the ladies WC on the morning of the 08 April 2021, with damage to the toilet paper dispensers noted.

Thanks to Cllr AW and his wife for inspecting the Staithe Public Conveniences twice daily, to ensure the doors are locked overnight.

The toilets are now open during their summer hours 7am – 8pm, and the cleaning contractor is cleaning every day.

18. Public Open Space (POS) Working Party Update

It was **RESOLVED** to plant an Oak tree in Remembrance of HRH The Prince Philip, Duke of Edinburgh. Location to be determined. **ACTION:** POS WP.

It had previously been agreed to undertake a survey of the Parish trees and quotes must be sought. It is advisory to carry out an arboreal survey every five years. **ACTION:** RFO.

The POS WP will be carrying out three monthly inspections of the POS in May/June/July to note assets. **ACTION:** POS WP.

The POS WP are considering the Section 106 for the Halsbury Homes development and will report back to Council. **ACTION:** POS WP.

There has been a vehicle incursion on the Old Hockey Field, with damage to the lower pitch. One of the gates has been padlocked as a deterrent. The proposed CCTV will cover this area, which should deter further incidents.

The B-Line survey was considered, and most requests were approved. **ACTION:** Clerk to reply to B-Line.

Broadlands Meadow: No reply has been received from Taylor Wimpey in respect to the request for the Play Area fencing replacement, Risk Assessment for the steps and the additional signage.

Kittens Lane Play Area Paths: The Council has contacted the Skate Park contractor to address the path issues but has yet to receive a reply. Quotes for the repairs will need to be obtained. **ACTION:** RFO.

19. Allotment Working Party Update

An invitation to the next meeting and Minutes from the last meeting of Allotment Society had been circulated to the Cllrs prior to the meeting.

Allotment holders who no longer, or do not, live in Loddon or Chedgrave was discussed, and it was **RESOLVED:**

- To abide by the allotment letting terms; that allotments shall only be available to people who are resident in Loddon or Chedgrave.
- When an allotment holder no longer resides in Loddon or Chedgrave but has commenced planting, the period of notice to vacate the plot shall be six months, to allow for recent planting to come to fruition.

ACTION: RFO to inform relevant plot holders and amend the tenancy Agreement.

19.1 Allotment Building Requests

Plot 3 had requested consent for a 2m high 2m x 3m polytunnel. Request declined.

ACTION: RFO.

Plot 13b requested permission for a 6ft x 5,6 ft high polytunnel. Request declined. **ACTION:** RFO.

20. Christmas Lights Working Party Update

The WP met with Marcus Cozens to discuss the lighting proposal for the 2021 Christmas light display. The existing tree wraps will need to be removed and quotes for replacement lights sought. **ACTION:** RFO/Clerk. SNC have been informed that the tree wraps will be removed as this will be a good opportunity for tree work to be scheduled. Quotes for additional Mistletoe lights will be requested to enhance the Staithe display and to bridge the Christmas lighting gap between the two parishes. **ACTION:** Clerk/RFO.

21. Centenary of Loddon War Memorial

Cllr MW informed the Council that the Centenary event will take place on Sunday 23 May 2021 at 4.00pm. This outdoor Public Rededication Service will be held at Loddon War Memorial by Reverend David Owen, and it is hoped the current Bishop of Norwich will also be in attendance. This event has been advertised on the LPC website and Facebook page and the Chet Contact magazine.

The wooden Notice Board, previously installed at the Staithe is in the process of being renovated and SNC have agreed on the location that it can be installed at the Church Plain Car Park. The content of the Notice Board will be drafted by Cllr MW and the Clerk will organise for it to be professionally printed. **ACTION:** Cllr MW and Clerk.

22. Neighbourhood Plan Update

The Neighbourhood Plan Steering group will meet on the 4th Wednesday of each month. The Cllrs discussed how the plan would be financed and it was agreed this should be put on the next Agenda of the Steering Group. **ACTION:** RFO.

It was decided it was too early to appoint 3 no. LPC representatives and disband the WP.

23. Planning

23.1 Planning Applications Received from South Norfolk Council:

- **2021/0521** - 120 Oak Avenue Loddon Norfolk NR14 6FW, Erection of conservatory to rear. **Deadline: 19 April 2021.** Clerk replied using Delegated Powers – No objections.
- **2021/0079** - Works to trees in Conservation Area, 18 High Street Loddon Norfolk NR14 6AH. T1 & T2 Acer - fell, T3 Beech - Reduce and shape to approximate 5m - **Not Consulted.**
- **2021/0665**, Works to trees in Conservation Area, 6 High Bungay Road Loddon Norfolk NR14 6JT, Pollard Myrobalan Plum at 1.5m. **Not Consulted.**
- **2021/0755**, 23 Gunton Road Loddon Norfolk NR14 6DP, Rear extension to dwelling, with rear wall to contain bi-fold style doors. Roof will be lean-to design containing 2 x velux style windows. **Deadline: 27 April 2021 – No objections.**
- **2021/0736**, Wood Farm - Bungay Road Loddon NR14 6DZ, Proposed 2 bay cart lodge. **Deadline: 27 April 2021. – No objections.**
- **2021/0716** – King's Head Public House, Discharge of Condition 3 – Noise Management. – **Objections** - The Council raised concerns that the unapproved roller doors and glazing means that the building is no longer Covid-19 secure as the structure is not sufficiently ventilated. **ACTION:** Clerk to report Council concerns.
- **2021/0436** – The Terrace, Church plain, Loddon. Erection of 6 sail cloth style parasols, various shapes on 14 steel posts. Car port style covered area to rear elevation, as shelter for Bistro/restaurant customers' tables and chairs. Deadline 30 April 2021. **No objections.**

23.2 DECISIONS on Planning Applications by South Norfolk Council:

- **2021/0071**, Willowdale Barn Mundham Road Loddon Norfolk NR14 6EB, Erection of single storey side extension. Approval with Conditions. **Date of Decision; 8 March 2021**
- **2021/0347** - 11 Elm Close Loddon NR14 6LG, Non-material amendment to permission 2020/0466 - for cladding to exterior of utility room to allow for insulation. Approval with no Conditions. **Date of Decision: 10 March 2021.**

- **2021/0415** - 23 Gunton Road Loddon Norfolk NR14 6DP, proposed single storey rear extension, extending 3m from the rear wall of the original dwelling house, with a maximum height of 2.95m and an eaves height of 2.35m. **Date of Decision: 8 March 2021**

23.3 PLANNING APPLICATIONS received from Broads Authority: None.

23.4 DECISIONS on planning applications by Broads Authority: None.

24. Highways

24.1 Speed Awareness Message (Sam2)

A report was circulated to the Cllrs prior to the meeting. The Council gave thanks to Bryon Spark for moving the Sam2 to its new location each month.

24.2 Gritting Route

The Parish Council **RESOLVED** to put in a request for George Lane be added to the gritting route. **ACTION:** Clerk (deadline May 2021).

25. Governance

25.1 Community Engagement Policy

It was **RESOLVED** to defer this item. **ACTION:** Clerk.

25.2 Time Off in Lieu Policy

It was **RESOLVED** to defer this item. **ACTION:** Clerk

26. Significant Correspondence

26.1 Permissions for Jubilee Hall Car Park

It was **RESOLVED** to give permission for the temporary car wash, on the provision that the relevant Public Liability insurance is in place and the water run off has been agreed with Anglian Water. The use of the Car Park for Covid-19 testing will be discussed with the LPC representative. **ACTION:** Cllr JH.

26.2 SNC Scheme 'Don't Mow, Let it Grow'

SNC have informed LPC that they have agreed a new approach to managing some of their open spaces around Loddon. SNC have collaborated the Chet Valley B-Line ad have chosen sites or areas that are not used for formal recreation. The aim is to increase the number of flowering plants to help the local insect population. Signs will be displayed explaining the principles, and SNC will send a letter to residents that live in the immediate vicinity of the open space in question. This new approach will apply to; Leman Grove, Harvey Green, Gilbert Grove, Filbert Road, The Staithe, Pyes Mill.

26.3 Norfolk ALC/NPTS Updates

The Council **RESOLVED** to add Cllr email addresses to the NALC and NPTS website, so updates are emailed directly to their email accounts. Cllrs also now have access to the NALC website. **ACTION:** Clerk.

26.4 Broads Authority Peat Guide

This item had been previously circulated to Cllrs and needs no further action.

26.5 Church Plain Former Toilets

LPC has received concerns over the demolition/building work. This matter has been referred to SNC Planning Enforcement. No further action.

26.6 Millennium Garden

The Council received correspondence regarding the gate from the Staithe footbridge into the Millennium Garden.

26.7 Community Website

The Council received an email from the owner of the Loddon community website informing them that the website functionality has reduced and after 20 years, the owner feels it is time for website to end unless a volunteer wishes to take it over.

26.8 One Million Trees

Details of the scheme from NCC 'One Million Trees Scheme' has been previously circulated to the Cllrs. From May 2021, community groups can apply to the County Cllr for trees.

26.9 Armed Forces Covenant

This item was deferred to the next meeting so the Council can get a better understanding of what they are signing up to. **ACTION:** Clerk.

26.10 The Terrace

Reports have been received of unapproved development of The Terrace garden. This has since been **RESOLVED** with The Terrace submitting a planning application.

27. Items for Future Agenda

- Centenary of Loddon War Memorial.
- Armed Forces Covenant.
- Notice Board content.
- Parking on the double yellow lines on the George Lane/Bridge Street Junction.

ACTION: Clerk.

28. Exclusion of Public and Press

It was **RESOLVED** to exclude the public and press.

29. Personnel Working Party Update

The Personnel Working Party reported that fifteen applications were received for the Administration and Allotment Officer role and interviews will be held on the 27/28 April 2021. A recommendation for the role will be presented at the May Council meeting.

The Clerk has recently completed a successful annual appraisal and her Certificate in Local Council Administration qualification, therefore, in line with the employment contract the Clerks salary will rise to SCP 27.

It was **RESOLVED** that the Clerks contract will increase to 21 hours per week. It was **RESOLVED** to allow the RFO to carry over 5 days of annual leave and the clerk to carry over 3.5 days of annual leave into 2021/2022. **ACTION:** Clerk.

30. Date of the Next Meeting

Annual Meeting of the Parish Council - Wednesday 12 May 2021 at 7.00pm. (Agenda items to Clerk by 03 May 2021).

The meeting ended at 22.26pm.