

# LODDON PARISH COUNCIL

Minutes of Loddon Parish Council meeting held on Thursday 13<sup>th</sup> September 2018  
at 7.00pm in The Library Annexe, Loddon

**Present:**

<b>Paul Clemence</b>	<b>(PC)</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>June Strickland</b>	<b>(JS)</b>
<b>Steve Swanson</b>	<b>(SS)</b>

**In Attendance**

<b>Howard Keeling</b>	<b>(HK)</b>	<b>Finance &amp; Projects Officer</b>
<b>Anne Panella</b>	<b>(AP)</b>	<b>Parish Clerk</b>
<b>Colin Gould</b>	<b>(CG)</b>	<b>District Councillor</b>
<b>Barry Stone</b>	<b>(BS)</b>	<b>County Councillor</b>

## **WELCOME**

148 The Chair welcomed all to the meeting and confirmed that no-one wanted to record the meeting.

## **APOLOGIES FOR ABSENCE**

149 Were received from David Bingham, Peggy Fulleylove, Michael Roe and Margaret Wallace.

## **DECLARATIONS OF INTEREST**

150 None were declared.

## **APPROVAL OF THE MINUTES OF THE MEETING HELD ON THURSDAY 12<sup>th</sup> JULY 2018**

**Resolved:** to approve the Minutes of the meeting held on 12<sup>th</sup> July 2018.  
Proposed by RL, seconded GK. All in agreement.

## **MATTERS ARISING**

151 Minute 97 and 126 Painting of shower cubicle: quote to be obtained to finish the work previously started.

## **TO RECEIVE, FOR INFORMATION, REPORTS FROM COUNTY AND DISTRICT COUNCILLORS**

152 County Council: Following the change of leadership at the County Council BS has been appointed as Chairman of the Business and Property Committee with a primary aim to reduce the deficit by property asset sales of the County Council.

153 Adult Social Care: savings of £95 million over three years are required by delivering services in a different way but reducing cost.

- 154 Hospital admission reduction initiative: seeking to reduce the number of admissions for those who fall at home; the six-month pilot saw admissions down from 78% to 23%.
- 155 Loddon Roundabout: the Highways Engineer remains optimistic of a resolution following a meeting with Halsbury Homes to discuss a new design (avoiding the gas main, etc). Highways confirm they are trying to support the developer to deliver the roundabout as quickly as possible and have reiterated that NCC may consider stepping in to complete the design and then construct on behalf of Halsbury.
- 156 Member Highways Budget: £6,000 per annum, per member, available for safety improvements.
- 157 Bungay Road safety issues: SLOW signs have been provided, which is the maximum deterrent to speeding that can be provided on this road.
- 158 Wherrymans Way: the dredging work has been completed and once dried out, the path to the Hide will be resurfaced. Unlikely the path will be reinstated beyond this.
- 159 Community Transport: continuation of this essential service, run by volunteers and provides transport for those who do not have a regular public transport service, but also assists in complementing the Social Care policy, is in jeopardy as new regulations require BACT to be registered as a commercial bus company.
- 160 District Council: CG is standing down in 2019 and two candidates, currently Councillors for Gillingham and Cringleford, have been selected for this area to stand at the next Election.
- 161 Church Plain Toilets: discussions are at an early stage with an external organization to provide a pop-up café type provision with a disabled toilet in this building.

## **PLANNING**

- 162 2018/1896. Willowdale barn, Mundham Road: conversion of garage together with single storey rear extension to garage to form domestic annex.
- Resolved:** no adverse comments, therefore approve. Proposed by PC, seconded by RL. All in agreement.
- 163 The following applications have been approved:
- a. 2018/0850. 43 Bridge Street/Mill: subdivide current house to make two dwellings, plus Listed Building consent
  - b. 2018/1176. Alex Walters Ltd, Little Money Road: change of use from B2 to Mixed Use B2 and car sales
  - c. 2018/1329. 13 Mill Road: side infill with pitched roof and conservation rooflights
  - d. 2018/1395. The Clock House, Beccles Road: change of use of Clock House to residential dwelling
  - e. 2018/1429. 2 Beccles Road: change of use from garage and workshop to residential dwelling

- 164 The following application has been refused:  
 a. 2018/1105: land west of Express Plastics, Beccles Road. One detached dwelling with garage with access and landscaping

**PUBLIC FORUM**

- 165 Footbridge by Pyes Mill: the work has not been undertaken to repair the footbridge as UKPN have to de-commission an electricity box in the vicinity. Loddon Marina have cleared the area and barred access to the broken footbridge; BA have placed signs requesting walkers do not access although noted one has already been removed.

- 166 Bollards and Posts on Bridge Street: discussion on the post between the Kings Head and the Old Bank houses which is causing difficulty with access to Loddon Marina with low loaders: a drop-post may provide a solution but requires discussion between the two parties involved. LPC offered to mediate in any discussions if required.

History Group/WWI: a list of every person within Loddon who served in WWI has been drawn up and a suggestion made to commemorate in an appropriate way, in a public building. Further discussion is required to take this forward.

**FINANCE REPORT AND ACCOUNTS FOR PAYMENT**

165	Vital Pest Solutions 2017	Mole Control - hockey field	£59.97
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	Wave (Anglia Water Business Ltd.)	Water Rates - Staithe toilets	£337.72
	See The Difference!!!	Bus shelter cleaning	£108.00
	Elec-Tech Electrical Services Ltd	PAT Testing	£111.00
	Saffron Housing Trust	Rent – Garage	£52.00
	Glasdon UK ltd	Bench for Jubilee Hall playing field	£796.60
	Staff Salaries	July salaries	£2027.38
	Norfolk Pension fund	July contribution	£337.08
	HMRC	July contribution	£310.51
	nPower Business	Electricity - Staithe Toilets	£52.87
	TalkTalk	Telephone & Broadband	£43.70
	See The Difference!!!	Toilet Cleaning	£1351.15
	Loddon Garden & DIY	Grounds Maintenance	£739.96
	Cash	Petty Cash Float	£25.00
	Inty Cascade Ltd	Office 365 subscription	£11.28
	Fenland Leisure Products	Skate Park repairs	£418.80
	Roberts & Son	Photocopier paper	£16.20
	Noticeboard Company	Noticeboard for allotments	£556.80
	Apogee	Photocopying charges	£18.28
	nPower Business	Electricity - Church Plain toilets final bill	£44.67
	Eon	Electricity – Pyes Mill	£10.28
	Came & Company	Parish Council insurance	£1701.91
	South Norfolk Council	Business Rates – LPC Office	£178.00
	South Norfolk Council	Business Rates – Staithe toilets	£570.00

Saffron Housing Trust	Rent – Garage	£52.00
See The Difference!!!	Pressure Wash – Memorial steps	£186.00
nPower Business	Electricity - Staithe Toilets	£53.52
Staff Salaries	August salaries	£2071.08
Norfolk Pension fund	August contribution	£337.08
HMRC	August contribution	£306.51
Vital Pest Solutions	Mole Control - hockey field	£119.96
TalkTalk	Telephone & Broadband	£43.70
Leslie Lipton Ltd	Skate Park 1 <sup>st</sup> Payment	£52207.74
See The Difference!!!	Toilet Cleaning	£1351.15
Inty Cascade Ltd	Office 365 subscription	£11.28
South Norfolk Council	Business Rates – LPC Office	£178.00
South Norfolk Council	Business Rates – Staithe toilets	£570.00
Loddon Garden & DIY	Grounds Maintenance	£1699.36
	<b>TOTAL</b>	<b>£69,126.51</b>

- a. To approve updated Unity Trust Bank Mandate
- b. To approve updated Financial Regulations
- c. To approve engagement of solicitor to register Staithe Toilets with Land Registry
- d. To approve re-pointing of paved area surrounding the War Memorial
- e. To approve cleaning contract for the LPC offices

a. **Resolved** to approve the addition of JS as signatory; removal of S Colman.  
Proposed by SG, seconded by RL. All in agreement.

b, c and e: **Resolved:** to approve these items. The cleaning contract will be done weekly. Proposed by SG, seconded by RL. All in agreement.

d. one further quote is due to be received by Monday. The contract will be approved by Chairs Action to ensure the work is completed in time for Remembrance Sunday.

#### **LODDON STAITHE AND PYES MILL**

- 166 A number of issues have been reported with regard to anti-social elements within and around the river environment, particularly the public moorings which appears to be impacting on visitor perception of Loddon as a destination. Access from the Staithe to the Marina has now been closed; the Marina is a working boatyard and public access presents H&S and security issues. CCTV may act as a deterrent and security measure, but it is unclear of the Data Protection issues on land beyond the Marina.
- 167 The Broads Authority has suggested changing the rule whereby boats cannot return to a mooring within 24 hours, to 72 hours. However, it was noted that this would require regular visits to Loddon to monitor; to date the BA response to concerns from LPC have met with little action although LPC understood that the SLA between LPC/BA/SNC would include regular visits.
- 168 It was agreed that an informal meeting is convened with Chedgrave and Loddon Parish Councils, South Norfolk and the Broads Authority to seek a solution acceptable to all parties.

## **TO RECEIVE, FOR INFORMATION, REPORTS FROM PARISH COUNCILLORS**

- 169 Tourist Information: meeting held with Co-ordinator and confirmed that the closing date for 2018 will be at end of half-term in October.
- 170 Access to Annexe for local clubs/organisations: a schedule of hiring costs needs to be agreed as enquiries are being received for the use of the room at the rear. The Chernobyl Children's Lifeline require confirmation the room will be available for all of June 2019. Guides/Brownies are in alternate Saturdays at 10.00am
- 171 Jubilee Hall: at the AGM on 1<sup>st</sup> August three new Trustees were appointed; no members of the public attended the meeting; three expressions of interest have been received for the new Bar contract; the grass area outside the hall and around the carpark requires clearing.
- 172 Pyes Mill: cars are not parking in the carpark but driving between the posts to park right on the waters' edge, which, in poor weather, may pose a danger if the ground is wet/slippery. However, access is required to the grass area for the grounds equipment; perhaps a drop post could be inserted to prevent access by cars?
- 173 Drain by Co-op: this has been reported to Highways several months ago but the erosion around the drain is now significant and requires urgent attention.
- 174 Christmas Lights: need to ascertain where the lights have been stored after they were taken down in January 2018 as they need to be in place for Victorian Evening on 7<sup>th</sup> December.
- 175 Victorian Evening: agreed that the organising committee can use the LPC offices on 7<sup>th</sup> December.
- 176 Loddon Building Preservation Trust: Trustees will be discussing the future of the Hollies, access, charges etc
- 177 Guttering at Staithe toilets: the guttering is blocked with grass and leaves and requires to be cleared

## **POLICE**

- 178 A report was not available for the meeting. *The report was received the following week and forwarded to Parish Councillors.*

## **LIST OF SIGNIFICANT CORRESPONDENCE**

- 179 Proposed Lease between NPS and LPC:
- a. Break Clauses: would prefer these to be 2<sup>nd</sup>, 5<sup>th</sup>, 10<sup>th</sup> and 15<sup>th</sup> years (not only 5<sup>th</sup> and 10<sup>th</sup> years as proposed), particularly with reference to the room at the rear. If it is not possible to achieve a reasonable level of occupancy by hirers LPC would wish to hand that room back
  - b. Fixtures & Fittings: a list has been drawn up by NPS, the parish council would expect to receive a copy of this prior to signing the Lease
- 180 TIC report: noted an increase of 50% in August from July although the number of visitors to the TIC has not reached the numbers prior to the move to the LPC offices.

- 181 Loddon and District Business Association: it is understood that the Association has ceased to function following resignation of number of members. No other details are available.

**DATES OF NEXT MEETINGS**

- 182 - Thursday 11<sup>th</sup> October. Agenda items to Clerk by 2<sup>nd</sup> October  
- Thursday 8<sup>th</sup> November. Agenda items to Clerk by 30<sup>th</sup> October

The meeting ended at 9.15 pm