



Long Stratton Town Council

MINUTES OF FULL COUNCIL MEETING HELD ON MONDAY 10th FEBRUARY 2025 @ 7pm IN THE COMMUNITY PAVILION ROOM

In attendance: Councillors, Justin Harris, Florence Morimont , Judith Baker, Louise Mundford, Andrew Lansdell, David Willis, Robin Ciorra, Helen Dickerson, Susan Smith and Fiona Lawrence

Town Clerk, Becky Buck and Molly Hallett, Town Council administrator.

County Councillor Alison Thomas and 5 Members of Public.

1. To receive apologies for absence

Councillor Lunness gave apologies for absence due to ill health; these were accepted by the Council. In the absence of the Chairman and Vice-Chairman, Councillor Willis was approved as Chairman for the meeting.

2. To receive disclosures of interest and dispensations

There were no disclosures of interest or dispensations received.

3. To allow members of the public and district and county councillors to speak - max 20 Minutes

County Councillor Thomas reported the following, storage of the flood defence barriers is still being discussed with the fire station as the Fire and Rescue Service requires a lease to store them there. It was proposed for the flood defence barriers to be loaned to the Fire Service however this would have cost more than the preparation of a lease. We are still looking at storage solutions, either a cage or chain and lock. Councillors suggested that there was a unit near the Co-op funeral directors and asked if this could be utilised instead? There was a concern that there was no roof on the unit and therefore this could lead to the barriers going missing or being damaged. Councillor Thomas advised that she would check her member grant to see if she had finances available to purchase a container.

Norfolk County Council have been selected for the Devolution priority programme by Central Government and a public consultation will be starting this week. It is expected that the Norfolk County Council elections will be postponed, however Norfolk County Council is still operating as business as usual.

Norfolk youth justice service has been rated good which is positive.

There was a ground breaking celebration in Norwich, Mousehold Lane where new housing for supported living will be built.



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A member of the public asked if notice boards could be installed at bus shelters to prevent the fly posting that takes place as it is making Long Stratton look untidy. It was agreed to put it on the agenda for the next Council meeting.

4. To approve the minutes of the meeting held on [13th January 2025](#)

The minutes of the meeting were approved by the Council and signed by the Chairman as a true record.

5. Finance and Governance

a. To note and authorise income and expenditure through Unity Trust Bank since 13th January 2025

Councillors reviewed and authorised the income and expenditure and the Chairman signed the payment list as a true copy.

b. To note all credit card payments since 13th January 2025

Councillor Mundford asked about a payment for youth activities, the Clerk advised that it was to purchase a range of activities for the young people which will be reimbursed by the Pride in Place grant that the Council was awarded in January 2024. Councillors reviewed the credit card payments and the Chairman signed the payment list as a true copy.

6. To discuss and decide on Storage for flood defence barriers

a. Purchasing a crate for them

Following a lengthy discussion, it was agreed to delegate the purchasing of a container to the Town Clerk after assessing whether County Councillor Thomas has a budget available.

b. Financing/ part financing a lease for them to be stored at the fire station.

The Town Clerk advised that there had been no budget identified to assist in paying for a lease. The Council agreed to delegate to the Town Clerk and to bring the agenda item to the next meeting is required.

7. To discuss and decide on the East Pye Solar consultation

Following a lengthy discussion, as there had been some additional information received prior to the meeting, it was agreed to delegate the decision to the Action Group committee meeting. The Town Clerk was asked to find out the percentage of solar farms in Norfolk.

8. To discuss and decide on street lighting timers for new developments as per email received.

Following a lengthy discussion, it was agreed to have PIR timings of between 12pm-5am.

9. To discuss and decide on upcoming meetings and officer resource time as per report.

Following a lengthy discussion, it was agreed to implement the following recommendations:



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Events, provide delegated authority to the Town Council officers to spend the budgeted amount of money and any grant money received for events and decommission the events committee. Updates to be provided at Full Council and if expenditure exceeds budget amounts all further decisions to be made by Full Council.

To amalgamate planning and highways with leisure and pavilion. Visual inspections of the playing field to be delegated to 1 or 2 councillors, the town clerk and the direct services officer.

Reduce staffing committee meetings from 4 times a year to once a year with the ability to add in more as and when required.

Action group and finance committees to remain the same.

With these changes, Council meetings will be reduced from 45 a year to 34 allowing the Council officers to concentrate on other elements of their role.

10. To discuss and decide on Bike Active Norfolk running a 24hr fund raising event.

On 21st June Bike Active Norfolk would like to hold a 24 hr fundraising event to allow them to purchase a rickshaw that would allow volunteers to provide aid to those in Long Stratton in accessing local services that would otherwise present a challenge to them. The fundraising event will be held on the MUGA and Bike Active Norfolk would like to have the use of the pavilion for this event. The Council supported the event and gave permission for its use. The Council asked that a risk assessment is carried out on the MUGA for this event.

11. Committee meetings

a. Finance

i. To note the minutes of the meeting held 20th January 2025

The minutes of the finance meeting were noted by the Council.

ii. To discuss and decide on recommendations made by the committee.

Following a lengthy discussion, the recommendation to sign up to the Gold service offered by Rialtas for an annual financial close down for 3 years was approved.

b. Staffing

i. To note the minutes of the meeting held on 27th January 2025

The minutes of the meeting were noted by the Council.

ii. To discuss and decide on recommendations made by the committee

There were no recommendations for the Council's consideration.



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12. AOB

a. Storage solutions.

The Town Clerk advised the Council that she had purchased additional storage for the pavilion for the Council's use. This was completed by using the rest of the Pride in Place bid for youth services and the storage would predominantly be used by the youth café.

The Town Clerk also advised that the Community Payback team had been in contact to ask if there were any jobs that can be carried out by the team. The Clerk had arranged to have a meeting with the organiser to discuss what jobs might be suitable. Councillors also provided suggestions as to what work could be done.

Councillor Ciorra asked if there could be some signs regarding the building of the bypass to be erected. Councillor Lansdell advised that he had already requested this and had been told they would be erected imminently. The Town Clerk to chase the signs with Norfolk County Council.

13. To close the meeting to press and public under the Public Bodies (Admissions to Meetings) Act 1960 due to the disclosure of confidential information (land, contracts, staffing matters)

The meeting was closed to the press and public.

14. Staffing matters

a. Appraisal feedback

The Town Clerk advised the Council of the outcome of the appraisals and the objectives that had been set for the Council Officers. All appraisals were satisfactory.

b. Youth support worker.

As delegated to the staffing committee, they had felt the costings was too high and asked the Clerk to revisit the budget for the youth support worker and put it on the agenda for this meeting. The Clerk advised that the youth worker and Clerk had worked together and had bought the costings to below the budgeted amount. The Council agreed to recruit a youth support worker.

With there being no further business, the Chairman closed the meeting at 20:42