



# Long Stratton Town Council

## MINUTES OF FULL COUNCIL MEETING HELD ON 11<sup>th</sup> SEPTEMBER 2023 @ 7pm IN THE COMMUNITY PAVILION ROOM

In attendance: Councillors Kelly Lunness, Judith Baker, Mathew Pochin, Louise Mundford, Helen Dickerson, Diane Woodham, Andrew Lansdell, Robert Mackenzie, David Willis and Robin Ciorra

2 Members of the Public                      County Councillor Alison Thomas

Clerk Becky Buck

**1. To receive apologies for absence**

Councillor Smith gave apologies for absence due to annual leave, these were accepted by the Council.

**2. To receive disclosures of interest and dispensations**

There were no disclosures of interest or dispensation received.

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

County Councillor Thomas reported that the double yellow lines on Hill Farm Road including the traffic calming measure consultation is ending on 12<sup>th</sup> September 2023. Hopefully it will then progress quickly to getting the work done.

Norfolk County Council are near completion of issuing planning permission for bypass as all conditions are close to being signed off. The contractor will be selected towards the end of the calendar year for start date in April.

Councillor Thomas wanted to thank the community speed watch group for their work in raising awareness in Long Stratton.

Finally Norfolk County Council have agreed to wipe £2.5 million of debt with the NHS. This is on the proviso that measures are put in place to prevent this from happening again.

1 member of the public raised concerns regarding the drainage in Long Stratton, especially the drain that leads from Star Lane towards Stratton Motor Company. The Clerk advised that she had contacted the Local Lead Flood Authority and is waiting for a response.

*Councillor Mundford joined the meeting at 19:20*

1 member of the public asked for clarification regarding an email the Clerk sent in May. The clerk apologised for any miscommunication and clarified the content of the email which was to receive invoices and receipts for the churchyard maintenance.

*The Clerk and Councillor Mundford left the meeting at 19:27*



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It was agreed with the member of the public that invoices and receipts would be provided to the Council and once received the Council will pay the grant.

*The Clerk and Councillor Mundford returned to the meeting at 19:35.*

**4. To approve the minutes of the meeting held on 10<sup>th</sup> & 31<sup>st</sup> July 2023**

The minutes of the meeting held on 10<sup>th</sup> July 2023 were approved by the Council and signed by the Chairman as a true record with 2 additions.

*'Councillor Mundford gave apologies due to a prior commitment which were approved by the Council' and 'to manage complaints from residents and identify legacy contribution.'* These were added to items 1 and 14 respectively.

The minutes of the meeting held 31<sup>st</sup> July 2023 were approved by the Council and signed by the Chairman as a true record.

**5. To note the Clerks report.**

The clerk's report was noted by the Council.

**6. Finance and Governance**

**a. To note and authorise income and expenditure through Unity Trust Bank since 10<sup>th</sup> July 2023**

The Council noted and approved income and expenditure since 10<sup>th</sup> July 2023, the Chairman signed the payment list as a true record.

**b. To note all credit card payments since 10<sup>th</sup> July 2023**

All credit card payments since 10<sup>th</sup> July 2023 were noted by the Council, the Chairman signed the payment list as a true record.

**c. To note the conclusion of external audit by PKF Littlejohn.**

The conclusion of audit was noted by the Council.

**7. To review payments made to Churchyards for maintenance and discuss and decide on a potential increase.**

Following a lengthy discussion, the Council agreed to review payments to the churchyards on receipt of invoices and receipts. Any increase will apply from 1<sup>st</sup> April 2024

**8. To note any development regarding St Mary's Churchyard.**

There was no update to discuss.



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## **9. To discuss and decide on items required by Long Stratton Football Club.**

### **a. Additional fridge freezer**

This was agreed by the Council, to be stored in a refs room. Details of the fridge freezer to be passed to the Clerk. The football club with sign a waiver to say it is there responsibility for any damage and/or theft.

### **b. Seating for spectators**

The Council would like more information before discussing this request.

### **c. A barrier MUGA side, removable outside of playing season.**

The Council would like more information before discussing this request. It was agreed that any barrier on the MUGA side would need to be removed at the end of each match.

### **d. Floodlights**

The Council would like more information before discussing this request.

### **e. Storage of full-size goals**

The Council would like more information before discussing this request.

## **10. To discuss and decide on supporting Speed Watch through promotion via newsletter, social media and the website – Cllr R Ciorra**

Following a lengthy discussion; it was agreed that the Council will publicly support the speed watch and the work they do to raise awareness.

## **11. To discuss and decide on widening traffic surveys from Flowerpot Lane to the rest of Long Stratton and to be linked to the website via survey monkey or alternative reporting – Cllr R Ciorra**

Following a lengthy discussion; the Council agreed to widen traffic surveys to include the rest of Long Stratton using QR codes or alternative technology to help with this.

## **12. To discuss and decide on declaring a Climate Emergency – Cllr R Ciorra**

The Council discussed this at length and asked the Clerk to postpone to the next meeting so additional research can be undertaken.

## **13. To discuss and decide on a 'Changing Places Toilet'.**

Following a lengthy discussion; the council supported the theory however there was concern of the ongoing cost to the Council. It was agreed that the Clerk would get more information before committing to the project.



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## **14. To note minutes from the following committee meetings.**

### **a. Finance and Policy Management**

The minutes of the meeting were noted by the Council.

## **15. AOB (not for discussion)**

Councillor Woodham asked the Clerk to look at a sensored light to replace the broken SOX lamp on the entrance to the bowls club. The clerk was asked to look at an alternative location for the post box to prevent injury to those using the bowls club.

Councillor Lansdell asked for the contact details for the library due to hedge maintenance.

## **16. 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)**

Members of the press and public were excluded from the meeting.

## **17. Staffing matters**

### **a. Apprenticeship**

The Clerk informed the Council that there had been 4 applicants, 1 had found alternative employment and 1 had not confirmed the interview. It was noted that Councillors Lunness and Pochin would carry out interviews on Thursday 13<sup>th</sup> September.

### **b. To discuss and decide on delegating powers to the interview panel to appoint.**

It was agreed by the Council for the interview panel to have delegated powers to appoint.

***With there being no further business, the Chairman closed the meeting at 21:12***