



Long Stratton Town Council

MINUTES OF MEETING HELD ON MONDAY 14 OCTOBER AT 7PM AT THE METHODIST CHURCH OF LONG STRATTON TOWN COUNCIL

In attendance: Councillors Kevin Worsley, Mark Gladding, Andrew Lansdell, Diane Woodham, Judith Baker, Matt Pochin, Ian Mortimer, Richard Tompkins, Mark Bambridge, Kelly Lunness & Edward Earp

Members of the Public, District Councillor and County Councillor Alison Thomas

Becky Buck (Clerk).

1. To receive apologies for absence
Council received apologies from Councillor Mackenzie due to a prior engagement, these were accepted by the Council.
2. To receive disclosures of interest and dispensations
Councillor Bambridge declared an interest in item 20, a, ii, 1, there were no other disclosures of interest and or dispensation.
3. To discuss and decide on position of vice-chair following resignation from Councillor Race
Councillor Gladding was proposed and seconded. It was **resolved** for Councillor Gladding to become vice-chair.
4. To allow members of the public and district and county councillors to speak - max 15 Minutes
County Councillor and District Councillor Thomas.
There have been no pupils at the school at Shelton & Hardwick School since September and following a consultation with parents the school has no longer become viable, the closure is in response to a request from the school governors.

Cabinet agreed the budget proposal last Monday however 2 decisions have been called into scrutiny which means that consultation has been postponed until scrutiny concludes.

Local plan consultation has been held up as it is subject to further review. Consultation is now expected end of the year or in the new year.

Business rate relief for the Methodist Church is being considered and work is now going on in South Norfolk District Council around where business rate relief applies. 100% rate relief may be possible following the review.

Members of the public; can item 16 be moved higher up the agenda. Chairman agreed this can happen.

Long Stratton Boxing club has been in operation for 7 years but have recently shut down. Looking for a temporary venue but the goal is a permanent home potentially behind the army cadet building on Long Stratton High School grounds. Range from 6yrs old to 17yrs. Train 3 times a week then the adults would train. Would need a minimum of 1000sq foot. Would Long Stratton Town Council be prepared to write a letter to support this venture. Councillor Thomas advised she has local member grants that may assist in capital investment and would also write a letter of support to the High School.

The Chairman moved item 16 on the agenda

16. The Council **resolved** to support Long Stratton boxing club by writing a letter of support to the School. The Clerk advised she would also send the grant forms to the boxing club.

5. To approve the minutes of the meeting held on 9th September 2019, 23rd September 2019 & 30th September 2019
The minutes from the meetings held on 9th September 2019, 23rd September 2019 and 30th September 2019 were signed by the Chairman as true record.

Signed..... Date.....



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6. To consider any items arising from the minutes of 9th September 2019, 23rd September 2019 & 30th September 2019
Councillor Tompkins wanted to clarify Item 16 from the minutes of 9th September which stated that he was writing the Clerks contract for Clerks consideration. He advised that a professional check of the contract content once it has been agreed by all parties would be required. The Clerk confirmed a professional check would be carried out.
7. To discuss and decide on adoption of the Community Aspirations document for attachment to the Neighbourhood Plan
The Council **resolved** to adopt the Community Aspirations document by a unanimous vote. It was clarified that it was no longer being attached to the Neighbourhood Plan.
8. To discuss and decide on adoption of Long Stratton Town Council action plan
The Council **resolved** to adopt the Long Stratton Town Council action plan by a unanimous vote.
9. To approve hedge and tree trimming on the back of the playing field as per 2 parishioner's emails.
The Council **resolved** to action the tree and hedge trimming on the back of the playing field.
10. To discuss and decide on entering the Annual Christmas Tree festival.
The Council **resolved** to enter into the Annual Christmas Tree festival by a unanimous vote.
11. To discuss and decide on Councillor participation on new initiative by Norfolk ALC: Community, Wellbeing and Environment.
It was **resolved** for Councillors Woodham, Baker and Mortimer to attend the event on behalf of Long Stratton Town Council.
12. To discuss and decide on who will sign the pavilion contracts
The Council **resolved** for Councillor Gladding as vice-chair to sign the pavilion contracts alongside the Chairman.
13. To discuss and decide on the Legal Agreement for the Pavilion funding with South Norfolk
The Council reviewed the Legal Agreement for the funding for the pavilion and all **approved** the content. Councillors Worsley and Gladding to sign the final copy.
14. To discuss and decide on variations to the Pavilion
Councillor Worsley advised of a small alteration to the disabled toilets with the plumbing being moved to the adjacent wall. The Council **approved** all of the current variations by a unanimous vote. The Clerk confirmed 3 quotes would be sourced for the lockers. The Council **approved** want a coin operated locker.
15. To discuss and decide on 'Good News stories' to be written by Councillors for Sextons Wheel.
It was **resolved** that Councillors would write a good news story once a month for Councils consideration at the following Council meeting. Councillor Worsley volunteered to write the first piece on the pavilion.
16. To discuss and decide on providing support to Long Stratton Boxing Club
Please refer to earlier in the meeting.
17. Financial and Governance items
 - a. To review income and expenditure since the last meeting and consider the authorisation of payments
Income and expenditure were reviewed and authorised for payment.
 - b. To review expenditure to date
Expenditure to date was reviewed and noted by Council.
 - c. Finance committee to confirm accuracy of bank accounts and bank reconciliations
Members of the finance committee confirmed to Council accuracy of the bank accounts and bank reconciliations.
 - d. To approve Internal Auditor for 2019/20
Annette Palmer was **approved** as the Council's internal auditor for 2019/20

Signed..... Date.....



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- e. To note the external audit report
The external audit report was noted.
 - f. To discuss and decide on TT Jones quote to replace Manor Road column
TT Jones quote to replace column on Manor Road was **approved**.
18. To consider correspondence received
- a. School statutory notice – closure of Shelton & Hardwick Primary
Noted – please see comments from County Councillor Thomas
 - b. Consultation on division boundaries for Norfolk County Council
The consultation was noted. The Council **agreed** to not respond however it was made clear that individuals can respond if they choose to do so.
19. To discuss and decide on Methodist Church
- a. To discuss and decide on Solicitor for Long Stratton Town Council
A maximum cost of £1295 was **approved** by Council with 10 votes in favour with 1 abstention.
20. To receive committee updates.
- a. Leisure & Pavilion
 - i. To note minutes from meeting held 16th September 2019
The minutes from the meeting held 16th September 2019 were noted.
 - ii. To discuss and decide on recommendations made by the Leisure committee
 - 1. To have a 4th barrier on the playing field as per request from Long Stratton Football Club on the proviso that no further works are to be allowed.
It was **resolved** to allow Long Stratton Football Club to erect a 4th barrier on the playing fields with 5 votes in favour, 4 against and 1 abstention. Councillor Bambridge did not participate.
 - b. To note minutes from the events meeting held 16th September 2019
The minutes from the meeting held 16th September 2019 were noted.
 - c. To note minutes from the planning meeting held 9th September 2019
In attendance; Cllr Mackenzie was present not Councillor Mortimer. The minutes from the meeting held 9th September 2019 were noted.
 - d. Finance
 - i. To note the minutes from meeting held 07th October 2019
The minutes from the meeting held 7th October 2019 were noted.
 - ii. To discuss and decide on recommendations from the finance committee
 - 1. Moving £65,000 from Pavilion to new heading Methodist Church
The Council **approved** movement in Ear Marked Reserves in a unanimous vote.
 - 2. To provide Groundsman with a cash back card with a set limit
The Council **approved** a cash back card with a set limit for the Groundsman in a unanimous vote.
 - 3. To open a new bank account that offers a debit card
The Council **approved** a new bank account that offers a debit card in a unanimous vote.
 - 4. To note the project finance report
The project finance report was noted.

Signed..... Date.....



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21. To note the following meeting dates
 - a. Planning & Highways meeting – Monday 21st October 2019 at 6pm
 - b. Pavilion contract meeting – Thursday 17th October at 1.30pm
 - c. Events meeting – Monday 21st October 2019 at 7pm

22. Future agenda items
There were no agenda items offered to the Clerk at this time.

With there being no further business the Chairman closed the meeting at 9:25pm

Signed..... Date.....