



Long Stratton Town Council

Pavilion, Manor Road Playing Fields, Manor Road, Long Stratton, Norwich, NR15 2XR

Chairman: Mr Kevin Worsley. Clerk: Mrs B Buck

Tel: 01508 530524

Email: Becky.buck@longstrattontowncouncil.gov.uk

Website: www.longstrattoncouncil.info

MINUTES OF MEETING HELD ON 13th DECEMBER 2021 @ 7pm IN THE COMMUNITY ROOM, PAVILION

In attendance: Councillors Kelly Lunness (Acting Chairman), Judith Baker, Mathew Pochin, Susan Smith, Christina Kenna (co-opted at 7:10pm), Diane Woodham, Andrew Lansdell (7:04pm), Louise Mundford (7:14pm), David Ridgway & Robert Mackenzie

In the absence of the Chairman, Councillor Lunness as Vice-Chair, was Chairman for this meeting.

1. To receive a plaque from Phillipa Taylor DL on behalf of Long Stratton community.

The Council received the plaque from Phillipa Taylor DL on behalf of Long Stratton Community with thanks. The Council agreed to fix the plaque on the pavilion external wall.

Councillor Lansdell joined the meeting.

2. To receive applicants for co-option

Christina Kenna put herself forward for co-option, the council approved her co-option.

Councillor Kenna signed the declaration of office in front of the Clerk and joined the meeting.

3. To receive apologies for absence

There were no apologies of absence received.

4. To receive disclosures of interest and dispensations

There were no disclosures of interest or dispensation received.

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

There were no members of the public in attendance, District and County Councillor Alison Thomas and District Councillor Josh Worley gave apologies.

Councillor Mundford joined the meeting.

6. To approve the minutes of the meeting held on 8th November 2021

The minutes of the meeting held on 8th November 2021 were signed by the Chairman as a true copy.

7. To note the Clerks report and to ask any questions arising from the report.

Councillors Pochin and Baker left the meeting at 7:30pm to manage a disturbance in the pavilion.

Signed:

Date:

The Clerk's report was noted, it was raised that the hand sanitisers in the village needed to be refilled.

Councillors Pochin and Baker returned to the meeting at 7:40pm.

8. To discuss and decide on additional flowers on the strip of land by footpath 12

Following a lengthy discussion, it was agreed to leave the planting as it is to allow the lavenders to bed in. The Council agreed to review in September 2022.

9. To discuss and decide on 2022-23 Budget as recommended by the Finance Committee

Following a lengthy discussion, the budget for 2022-23 was approved by Full Council.

10. To discuss and decide on 2022-23 Precept requirement as recommended by the Finance Committee.

Following adoption of the budget the Council looked at the difference between income and expenditure so that an informed decision could be made regarding the precept. The Council approved a rise of 8% to £198,094 with the difference being made up through General Reserves. The Council approved a newsletter to be sent to all residents to give context to the rise.

11. To discuss and decide on supporting the food bank with Christmas hampers.

The Clerk was advised before the meeting that the food bank no longer needed supporting with Christmas hampers.

12. Financial and Governance items

a. To approve and note receipts and payments since 8th November 2021

Receipts and payments were approved and noted by the Council.

b. To note credit card payments since 11th October

Credit card payments were noted by the Council.

13. To discuss and decide on approving emergency works to the playing field, removal of unsafe wet pour and return to soil and seed.

The Council had a lengthy discussion. It was agreed that remedial works needed to be taken however the Council wanted additional quotes before deciding. The clerk was asked to source some more secure fencing to secure the area for health and safety.

14. To receive feedback from the Christmas event.

The Clerk gave feedback from the Christmas event. Although the event ran at a loss it was agreed that it was a very positive event that was enjoyed by all in attendance. It was suggested that the events committee considers purchasing aluminium tables for events and to use string instead of cable ties.

15. Tree planting in Long Stratton

a. To receive an update on tree planting project.

Councillor Ridgway gave an update on the tree planting project. He informed the Council that we were successful in our application with some trees coming before Christmas and the rest in the New Year. It was agreed to plant the trees along the fence line and in the conservation area. He advised the Council that the trees would not be sufficient in size to cause footpath disruption from the tree roots. It was agreed to start a tree register.

Signed:

Date:



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16. To receive committee updates.

a. Events

i. To note the events minutes from November 22nd, 2021.

Minutes from the events meeting held November 22nd were noted by the Council.

ii. To discuss and decide on any recommendations made by events committee.

There were no recommendations made.

b. Staffing Committee

i. To note the staffing committee minutes from 15th November 2021

The minutes of the staffing meeting held on 15th November were noted by the Council.

ii. To discuss and decide on recommendations made.

The Council approved the following recommendations. To recruit a new member of staff for 6 months at national minimum wage for 12 hours per week. Staffing committee to interview candidates for recommendation to full Council. To place £1800 into EMR to support the cost of the Community Governance course.

c. Planning Committee

i. To note the planning committee minutes from Monday 15th November 2021

Minutes from the planning meeting held on 15th November were noted.

d. Finance Committee

i. To note the finance committee minutes from 29th November 2021

Minutes from the meeting held on 29th November were noted by the Council.

ii. To discuss and decide on recommendations made.

The Council approved the following recommendations. To provide a credit card with a £250 limit to the administrative assistant. To ask all Councillors to become signatories on the account. To open a Public Investment Deposit Fund with CCLA and invest £85,000.

e. Neighbourhood Plan

i. To note the minutes from the Neighbourhood Plan meeting

Minutes from the Neighbourhood Plan meeting were noted by Council.

ii. To discuss and decide on recommendations

The Council approved the following recommendations. To disband the Neighbourhood Plan Steering Group with future monitoring reverting back to full Council/ planning committee.

iii. To discuss and decide on items deferred to full council.

Signed:

Date:

Following a lengthy discussion, it was agreed to request evidence to support the alleged equipment replacement agreement at the conclusion of the Neighbourhood Plan. The Council did not have sufficient evidence to carry out the request to replace the equipment to stand up to scrutiny.

17. 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)

There were no members of the press or public to dismiss.

18. Staffing matters

The Clerk reported that appraisals were still to take place, these will be arranged early in the new year.

It was agreed with Covid19 still being prevalent for January's meeting to be cancelled and February's meeting to be moved forward a week.

With there being no further business, the Chairman closed the meeting at 9:45pm

Signed:

Date: