



Long Stratton Town Council

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

Chairman: Mr Kelly Lunness. Clerk: Mrs B Buck

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AGENDA AND NOTICE OF MEETING

Councillors are summoned to attend a meeting of Long Stratton Town Council meeting which is to be held on Monday 10th July 2023 at 7pm at the Pavilion, club room.

1. To receive apologies for absence
2. To receive disclosures of interest and dispensations
3. To allow members of the public and district and county councillors to speak - max 20 Minutes
4. To approve the minutes of the meeting held on 12th June 2023
5. To note the Clerks report.
6. Finance and Governance
 - a. To note and authorise income and expenditure through Unity Trust Bank since 12th June 2023
 - b. To note all credit card payments since 12th June 2023
 - c. To discuss and appoint an internal auditor for 2023-24
7. To discuss and decide on adopting the following policies
 - a. Health and Safety
 - b. GDPR
 - c. Credit Card
 - d. Petty Cash
 - e. Co-option
 - f. Access to information
 - g. Scheme of Delegation
 - h. Document retention.
 - i. Child and Vulnerable people.
8. To discuss and decide on incorporating the planning committee into full council meetings.
9. To discuss and decide on car park risk assessment.
10. To receive a report on Community Engagement plan.
11. To discuss and decide on the progressing the following items from the action plan
 - a. Tourist information style leaflet
 - b. To actively search for land for
 - i. Dog walking area
 - ii. Burial space
 - c. Pedestrianizing The Street following delivery of the bypass
 - d. Review the Border Hopper service and how we can enhance the service for residents
 - e. Car park
 - f. To review the action plan and carry out additional consultation work.
12. To note minutes from the following committee meetings.
 - a. Staffing
 - b. Leisure and Pavilion
 - i. To discuss and decide on recommendations from Leisure and Pavilion.
 - c. Events
 - i. To discuss and decide on recommendations from the events meeting.
13. Upcoming meeting dates
 - a. Finance, 23rd July 2023 @ 7pm
14. AOB (not for discussion)

15. 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)
16. To discuss and decide on staffing committee recommendations.