



Long Stratton Town Council

MINUTES OF FULL COUNCIL MEETING HELD ON 12th FEBRUARY 2024 @ 7pm IN THE COMMUNITY PAVILION ROOM

In attendance: Councillors, Judith Baker, Kelly Lunness, Louise Mundford, Helen Dickerson, Katrina Thompson (19:05), Diane Woodham, Justin Harris, Florence Morimont, Andrew Lansdell and David Willis

County Councillor Alison Thomas, District Councillor Jonathan Carver

5 Members of the Public

Clerk Becky Buck, Town Council Apprentice Molly Hallett

- 1. To receive applications for co-option for those that have previously attended a Council meeting.**
There was one member of the public who was eligible for co-option and the Council approved her co-option.
- 2. To sign the declaration of co-opted office in the presence of the proper officer.**
Councillor Katrina Thompson joined the Council and signed the declaration of co-opted office was signed in the presence of the proper officer.
- 3. To allow Bonnie Wade to provide a footpath report.**
Bonnie presented the footpath report, the Council thanked her for her time and work.
- 4. To receive an introduction from Anastasia Twigg – Long Stratton Youth Worker.**
Anastasia gave a verbal introduction on her role as a youth worker in Long Stratton. She discussed the connections she has made with local groups and schools as well as the expectations of setting up groups for young people. The Council welcomed her to the team.
- 5. To receive apologies for absence**
Apologies of absence were received from Councillors Smith for ill health and Ciorra for work purposes, these were accepted by the Council.
- 6. To receive disclosures of interest and dispensations**
There were no disclosures of interest or dispensations.
- 7. To allow members of the public and district and county councillors to speak - max 20 Minutes**
County Councillor Alison Thomas reported the following. There is a charitable organization for mental health and wellbeing in schools that will be working with teachers to provide them with a toolbox to allow them to manage pupils' mental health and wellbeing. Trauma based PE is starting this year. Norfolk Fire and Rescue are signposting to a bespoke service for those that have witnessed road traffic accidents. Fire stations have also been updated with Heron Bridge in Great Yarmouth now reopened.



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South of Long Stratton and at Hall Lane bypass preparation works are being undertaken to move utilities out of the way. Highways are aware of the large pothole that is currently there. Secretary of State has recently visited the food enterprise which was relocated from London to Norfolk. Concrete blocks are being considered at Shotesham Ford on grounds of Health and Safety. District Councillor Jonathan Carver apologised for not attending previous meetings and stated this was due to work commitments.

1 Member of the public raised concerns regarding the condition of St Mary's Churchyard, the delivery of the bypass and the risk of flooding that Long Stratton faces with heavy rainfall.

8. To approve the minutes of the meeting held on 8th January 2024

The minutes of the meeting held on 8th January 2024 were approved by the Council and signed by the Chairman as a true record.

9. To note the Clerks report.

The clerks report was noted and the Council asked questions pertinent to the report which the Clerk answered.

10. Finance and Governance

a. To note and authorise income and expenditure through Unity Trust Bank since 11th December 2023

The Council noted and authorised income and expenditure since 11th December 2023, the Chairman signed the payment list.

b. To note all credit card payments since 11th December 2023

The Council noted the credit card payments since 11th December 2023, the Chairman signed the payment list.

11. To discuss and decide on the budget for 2023-24 as per Finance Committee recommendation.

Following a lengthy discussion, the Council approved the final budget following the recommendation from the finance committee.

12. To discuss and decide on volunteer basis for youth work

Councillors Willis, Mundford and Dickerson volunteered to be available for youth work. The Clerk advised that DBS checks will need to be completed.

13. To receive a verbal report regarding Public Realm meeting held with SNDC by Councillor Lunness.

Councillor Lunness provided a verbal report regarding a meeting held with South Norfolk District Council officers regarding improving the infrastructure of Long Stratton Town Council.

14. To discuss and decide on the transferring of St Mary's Churchyard.



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The Clerk provided an update on transferring of St Mary's Church. The Council decided that the previous resolution passed to transfer the churchyard over to the District Council still said. The Clerk advised that if new information was provided by the PCC or the District Council prior to the transfer deadline date.

15. To discuss and decide on co-opting Robert Mackenzie to the action group committee as a member of the public.

The Council approved to co-opt Robert Mackenzie to the action group committee.

16. To discuss and decide on committee members for

a. Planning & Highways

Councillors Lansdell, Baker, Woodham, Smith, Willis, Ciora and Dickerson were approved for planning and highways.

b. Finance and Policy Management

Councillors Pochin, Lunness, Willis, Smith and Harris were approved for finance and policy management.

c. Staffing

Councillors Morimont, Pochin, Baker, Willis and Mundford were approved for staffing.

d. Leisure & Pavilion

Councillors Lunness, Baker, Thompson, Willis, Mundford, Pochin and Woodham were approved for leisure and pavilion.

e. Events

Councillors Lunness, Pochin, Thompson, Mundford, Dickerson and Smith were approved for events.

f. Action Group.

Councillors Harris, Morimont, Ciora, Lunness and Woodham, and Robert Mackenzie were approved for the action group.

17. To note minutes from the following committee meetings.

a. Planning

The minutes of the planning meeting were noted.

b. Finance and Policy Management.

The minutes of the finance and policy management meeting were noted.

18. To discuss and decide recommendations from the following Committee meeting.

a. Finance and Policy Management.



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The following policies were recommended by the finance and policy management committee and were approved by Council.

- a. Social Media Policy
- b. Customer Service
- c. Lost Property
- d. Member – Officer Protocol
- e. Gifts & Hospitality

19. To note the upcoming meeting dates.

- a. **Staffing @ 6pm Monday 26th February**
Noted.
- b. **Events @ 7pm Monday 26th February**
Noted
- c. **Full Council @ 7pm 11th March**
Noted
- d. **Action Group @ 7pm 18th March**
Noted

20. AOB (not for discussion)

A member of public requested support in a project that was being run to support a bereavement charity. As there were no finances involved the Clerk was able to make the decision under delegated authority. The Council provided a view that the subject was potentially too emotive which the Clerk took on board. The Clerk advised that due to the tablets beginning to come to end of life under delegated authority it had been agreed with the Chairman to purchase 4 chromebooks to allow essential Council work to be undertaken. 2 overgrown hedges were reported.

With there being no further business, the Chairman closed the meeting at 20:54