



Long Stratton Town Council

**Minutes of the meeting of
Long Stratton Town Council
held on 8 March 2021 at 7pm via Zoom**

Present:

Cllr K Worsley – presiding

Cllr M Gladding	Cllr S Smith	Cllr D Woodham	Cllr E Earp
Cllr M Bambridge	Cllr R Mackenzie	Cllr A Lansdell	Cllr J Baker
Cllr J Callaghan	Cllr K Lunnes	Cllr M Pochin	Cllr L Mundford

In attendance:

Ms G Lopes – Acting Clerk
SNDC Cllr A Thomas

1) Apologies for absence

All Town Councillors present. Further apologies noted from SNDC Cllr J Worley and Mrs B Buck, Town Clerk.

2) Disclosures of interest and dispensations

Declaration of interest received from Cllr M Bambridge regarding Football Club contract.

3) To allow members of the public and district and county councillors to speak - max 15 minutes

No public were present and no comments received.

SNDC Cllr J Worley had sent a written report which was read out and received and accepted by all members. The Chairman expressed thanks to SNDC Worley for his report.

SNDC Cllr A Thomas gave a verbal report which included the following:

- Leisure Centre pool; there are ongoing discussions on the financial envelope required to deliver
- Bypass application should come forward after the council elections in mid-May, the Town Council should have an invite
- PROW consultation, one has been done some time ago and this is for stakeholders, etc who contributed at the time, had concerns around the South end as North end was planned. There is a footpath through Hawthorne Kennels and a detour is proposed
- Following December events several footpaths were in a poor state, particularly number 20. Hedge cutting had been done which had churned up the area and there is hedging debris. Will contact Bonnie Wade on this matter
- Task force set up to look at strategic planning and roles and responsibilities of partners
- Internal flooding investigation, report should be produced and published by June/July and is important for those impacted
- Drainage survey on A140 in relation to pre-application to Bypass
- Norfolk County Council Highways budget has increased significantly
- Proposal from Recycling Centre re hours but it will remain open although there will be a limit because of Covid restrictions and could be queues

The Chairman thanked SNDC Cllr Thomas for her report



Long Stratton Town Council

4) Minutes of the meeting held on 4 January 2021

RESOLVED to accept and approve the minutes of the meeting held on 4 January 2021 as a true and accurate record of the meeting.

5) Finance & Governance

Payments list –

RESOLVED to accept and approve the Payments list presented dated 05.01.21 to 05.03.21.

6) Committee Updates

Minutes of the Finance Committee meeting held on 22 February 2021 -

RESOLVED to accept and approve the minutes of the Finance Committee meeting held on 22 February 2021 as a true and accurate record of the meeting

Football Club contract – recommendation from Finance Committee – There was a lengthy discussion regarding discussions with the Football Club and legal advice given to the Town Council. Noted the Football Club did not currently have an income stream because of Covid and were also not using the facilities. The Clerk was asked to book a Finance Committee meeting after 31 May 2021 so the Football Club can present their case and consideration can be given to this matter going forward.

(Cllr Bambridge did not vote on this item)

RESOLVED to accept and approve the recommendation to accept £250 from the Football Club for the period 1 June 2020 to 31 May 2021

ACTION: CLERK

Neighbourhood Plan update – Cllr Gladding gave a verbal update on the current status of the Neighbourhood Plan document which included the following points:

- The Plan document has been submitted for the Regulation 16 consultation
- There is a delay from submission until consultation as the District Council must check and sign off the Plan before it goes to public consultation.
- The Planning Officer's report will go to Cabinet on 15 March 2021. Once approved by Cabinet it will go to consultation and will be advertised on all mediums but will likely be an online access because of Covid, if restrictions are lifted may be able to use Pavilion. Hard copies will be available for anyone without online access. There was a need for all Councillors to actively promote participation.
- The Consultation will hopefully run from 22 March to 3 May 2021.
- The Chairman stated there had been seven years of hard work in producing the Plan and thanked all who had been a part of this.
- The importance of the Neighbourhood Plan once finalised was also emphasised and acknowledged it will be relevant for the next 25 years



Long Stratton Town Council

7) Tree Planting report

Cllr Mackenzie presented a written report and this was fully discussed by all members, points included as follows:

- The original brief was to identify areas to plant new trees, climate change and carbon reduction were considered as vital issues
- This is an opening report and requires further discussion but suggests tackling one project and completing and then move onto the next
- There was a suggestion to look into Norfolk County Council planting of 1 million trees
- Obtaining trees was not a problem, it was finding land for planting
- It was suggested the school children may want to be involved and there was a need for shade at Manor Fields. Noted trees could be donated from Woodland Trust and other bodies – Cllr Mundford would discuss with school staff
- There was support for the creation of a community orchard and the planting of wild flowers
- Suggestion to form a new committee to look into this in depth but also noted costs were involved in committee servicing
- It was questioned if the Town Council would be responsible for the allotments if one of the ideas was progressed and Cllr Mackenzie would check this item
- Bayspole would need to be investigated fully with a financial costing to be done
- Noted South Norfolk District Council had decided to dissolve their responsibility for parks and open spaces several years ago.
- Robin Taylor of SNDC could assist with identifying native and suitable trees
- Mrs Buck, Town Clerk, would be able to discuss all spaces with Cllr Mackenzie on her return to work.
- Consider deeds and maps with the PCC as a fact-finding exercise

RESOLVED to accept the report presented and note further work to be done on all areas.

The Chairman thanked Cllr Mackenzie for his report and all his hard work.

ACTION: CLERK/LM/RM)



Long Stratton Town Council

8) Public Toilets update

Cllr Worsley gave a verbal update on the Public Toilets, points included:

- The Town Council had followed the timeline for the refit with South Norfolk District Council in accordance with the contract signed
- Cllr Lunnes was to monitor work and have a snagging/handover meeting
- The decision was taken by SNDC to come out of the overall buying agreement of legal services with NPLaw
- SNDC appointed their own Solicitors when we were at final stages of contract and everything had to be re-started and paperwork re-written by the new Solicitors
- The new Solicitors contacted the Town Council Solicitors directly who had closed the file to avoid further retainer costs
- Until the building is fitted out to the agreed standard set out in the signed contract there is nothing the Town Council can do and they do not have the keys to open and cannot speed up the process
- SNDC have handed over to Big Sky Developments and the keys were missing for 2 months
- Until the Town Council is contacted by SNDC so the Solicitors can be instructed we have to protect the Town Council and will not take ownership until the required upkeep payment is made by SNDC
- Cllr Lunnes was called to a snagging meeting in October 2020 and there was meant to be a follow up meeting but this never happened
- The transfer would have to wait until Mrs Buck as the appointed Responsible Finance Officer has returned to work
- There was a suggestion to ask SNDC Cllr Worley to investigate
- The growing need for the public toilets was noted and of concern to all members

9) To note the proposed meeting dates all via Zoom

Next Full Council meeting - 12 April 2021

10) Exclusion of the press and public

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)

11) Staff Matters

The Acting Clerk, Ms Gina Lopes, was welcomed by the Chairman.

There was a discussion regarding staffing hours and locum cover.

The Chairman thanked all staff for their extra efforts during the Town Clerk's absence

The Chairman and the Acting Clerk to have an update meeting with the Groundsman in response to several items which were briefly discussed and included –



Long Stratton Town Council

- Repainting of play equipment – request for school children to be involved
- SAMs machine
- Dog fouling – for next agenda
- Use of play equipment, MUGA and skate park and current Covid restrictions – Clerk to check current guidance with NflkALC
- Suggestion to use BMX track for wildlife, bug hotels, butterflies etc
- New fence – Cllr Bambridge confirmed this was being progressed

ACTION:KW/MG/CLERK/GROUNDSMAN

Meeting closed at 9.20pm