



Long Stratton Town Council

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

Chairman: Mr Kevin Worsley. 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 14 June 2021 at 7pm at the Pavilion, club room.

1. To note the Chairman signed the declaration of office in the presence of the Clerk prior to the extraordinary meeting held on Tuesday 1st June 2021
2. To receive apologies for absence
3. To receive disclosures of interest and dispensations
4. To allow members of the public and district and county councillors to speak - max 20 Minutes
5. To approve the minutes of the meeting held on 10th May 2021 & 1st June 2021
6. To consider any items arising from the minutes of 10th May 2021 & 1st June 2021 (information only)
7. Financial and Governance items
 - a. To review income and expenditure since the last meeting and consider the authorisation of payments
 - b. To note the interim audit report and consider any actions rising as a result as recommended by the finance working group.
 - c. To note the year end audit report and consider any actions rising as a result as recommended by the finance working group.
 - d. To note the internal scrutineer report.
 - e. To discuss and decide on purchasing Container from LSFC for the cost of £3000 including placement.
8. To discuss and decide on the AGAR requirements
 - a. Annual Governance Statement 2020-2021
 - b. Accounting Statements 2020-2021
9. To discuss and decide on South Norfolk Village Clusters Housing Allocations Plan consultation
10. To discuss and decide on liaising with infant and junior schools for a dog fouling poster competition.
11. To discuss and decide on pavilion external toilet signage, door stops and boxing in of pipework for £375 + VAT
12. To discuss and decide on re-printing and distributing the flood leaflet with LSTC logo and placing in Sextons Wheel
13. To discuss and decide on application from LSFC for an alcohol licence for the Pavilion
14. To discuss and decide on CCTV equipment for the carpark.
15. To discuss and decide on quote for Pavilion cupboard subject to a maximum of £1778+VAT from Norfolk Carpentry or Sharps
16. To discuss and decide on Market town cycle parking consultation.
17. To discuss and decide on Norfolk County Community Safety Partnership (NCCSP) consultation
18. To discuss and decide on 'The Travelling Caravan' making regular stops at the Playing Fields.
19. To receive committee updates.
 - a. Neighbourhood Plan Steering group
 - i. To discuss and decide on devolving delegated powers up to and including completion of the Neighbourhood Plan referendum including the power to spend to £750 per item as per Financial Regulations for committees.
 - b. Planning
 - i. To note the planning minutes from the meeting held 8th June 2021
 - c. Events
 - i. To note the events minutes from the meeting held 8th June 2021
 - ii. To discuss and decide on recommendations from the events meeting as per the minutes of the meeting.
20. To note the following meeting dates
 - a. Full Council meeting – 12th July 2021 @ 7pm
 - b. Planning & Highways – 5th July 2021 @ 6pm
 - c. Finance – 5th July @ 7pm
 - d. Leisure & Pavilion – Tues 6th July @ 11am (site meeting)

Signed Becky Buck, Town Clerk & RFO

21. 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)
22. To discuss the recent Occupational Health report
23. To discuss and decide/ note the conversation surrounding staffing matters held at the Finance working group on June 9th 2021
24. To discuss and decide on interview panel for caretaker role.
25. Give delegated powers to the interview panel to appoint caretaker on the terms and conditions already resolved.