



Long Stratton Town Council

Pavilion, Manor Road Playing Fields, Manor Road, Long Stratton, 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 13th May 2024 at 7pm at the Pavilion, club room.

1. To nominate Chairman for May 2024 up to and including April 2025 for all ordinary and extraordinary meetings of Long Stratton Town Council
2. Chairman to sign 'Chairman's Declaration of Office' in the presence of the Clerk
3. To nominate Vice-Chairman for May 2024 up to and including April 2025 for all ordinary and extraordinary meetings.
4. To receive apologies for absence
5. To receive disclosures of interest and dispensations
6. To allow members of the public and district and county councillors to speak - max 20 Minutes
7. To approve the minutes of the meeting held on 8th April 2024
8. To discuss and decide on Committee members.
 - a. Planning & Highways
 - b. Events
 - c. Leisure & Pavilion
 - d. Staffing Committee & HR policies
 - e. Finance and Policy Management including GDPR
 - f. Action Group
9. To appoint an Internal Scrutineer for 2024-25 financial year
10. Finance and Governance
 - a. To note and authorise income and expenditure through Unity Trust Bank since 8th April 2024
 - b. To note all credit card payments since 8th April 2024
 - c. To approve regular suppliers for 2024 – 2025
 - d. To review predicted year-end figures
11. To note the internal audit report.
12. To discuss and decide on members that would like to go paperless.
13. To discuss and decide on purchasing laptops for those wanting to go paperless.
14. To discuss and decide on asking District Councillors for their member grant to purchase thermal cameras.
15. To discuss and decide on purchasing nets to prevent balls being kicked into the children area on match days on grounds of health and safety.
16. To discuss and decide on reviewing the skate park.
17. To discuss and decide on using the £50,000 grant funding to match the feasibility funding received.
18. To note minutes from the following committee meetings and to discuss and decide on recommendations made.
 - a. Events
 - b. Finance
 - i. Standing orders
 - ii. Risk Management
 - iii. Internal Scrutineer
 - iv. Petty Cash
 - v. Code of Conduct
 - vi. Terms of Reference
19. To note the following meeting dates
 - a. Leisure and Pavilion @ 11am Thursday 23rd May, site meeting.
20. 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)
 21. Staffing matters