



Long Stratton Town Council

MINUTES OF FULL COUNCIL MEETING HELD ON 12th DECEMBER 2022 @ 7pm IN THE COMMUNITY PAVILION ROOM

In attendance: Councillors Kelly Lunness, Judith Baker, Mat Pochin, Diane Woodham, Andrew Lansdell Tony Wright, Robert Mackenzie, Stephen Buss, David Willis and Helen Dickerson

1 members of the public

District and County Councillor Alison Thomas

1. To receive apologies for absence

Councillors Mundford and Smith gave apologies due to prior commitments these were accepted by the Committee, the Clerk gave apologies for ill health, Councillor Baker agreed to take minutes in the clerks absence.

2. To receive disclosures of interest and dispensations

There were no disclosures of interest or dispensation received.

3. To allow members of the public and district and county councillors to speak - max 20 Minutes

A member of the public informed that he had successfully sourced 6 volunteers which is the minimum amount needed to proceed. They are prepared to do all the roads including the A140. They would operate in pairs, 1 to operate the speed gun and 1 to record the registration number. The chairman commented this would have to be extremely accurate. Speed, dates, times and locations would then be sent to the Police who would then issue a letter to the driver. It was commented that there was a concern that there would be retaliation and best practice would be for the Police to carry out checks. The member of the public advised that he hoped Stratton Motor Company would be able to keep the equipment. The member of the public was thanked and was asked to keep the Council informed of progress.

4. To approve the minutes of the meeting held on 14th November 2022

The minutes of the meeting held on November 14th 2022 were approved by the Council and signed by the Chairman as a true record.

5. To note the Clerks report and to ask any questions arising from the report.

Due to the Clerks absence there was no report to discuss.

6. Financial and Governance items

a. To approve and note receipts and payments since 14th November 2022

The payments will be presented at Januarys meeting.

b. To note credit card payments since 14th November 2022

The payments will be presented at Januarys meeting.



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- c. **To note the correspondence from SAAA detailing that PKF Littlejohn will be the Council's external auditor for the next 5 years.**

This letter was noted and agreed by Council.

- d. **To discuss and decide on a grant request from SEN.**

Following a lengthy discussion, it was agreed that more information was needed in order to ascertain how local children were being supported and what criteria is used to take in children in need. Clerk to invite them to give a presentation so that relevant questions could be asked.

- e. **To discuss and decide on quote from Colorcotes.**

A query was raised as to whether this was the only quote and whether it was for one bench or all 6. Councillor Pochin advised that there was a similar company in Snetterton, Clerk to approach for a comparative quote.

- f. **To note the Internal Auditors report November 2022**

This was postponed to January's meeting.

7. Long Stratton Football Club

- a. **To discuss and decide on location for trophy cabinet**

The Council agreed it could go on back wall in the entrance. Dimensions of the cabinet would need to be agreed by Council prior to installation and a written agreement that the football club would be responsible for the maintenance and insurance to protect against damage and/ or theft. Evidence of insurance will need to be held in the Council office.

- b. **To discuss on decide on cleaning options for the football club.**

Following a lengthy discussion, it was agreed that there would be a conflict of interest to have the Council employee, employed by the football club. Further discussion needed if additional hours are given to the Council employee with the football club being invoiced for those hours.

8. To discuss and decide on correspondence received regarding appointment of a new Rector.

Following a lengthy discussion, it was asked whether they were, or could they also reduce the amount of Bishops, Deacons and others. Clerk to pose the question. Councillor Buss asked if we could ask Steve Dugdale to the next meeting to explain the situation and also regarding the graveyard and double burials. Clerk to enquire.

9. Play area

- a. **To note the ROSPA play inspection report.**

This was postponed to the next meeting.

- b. **To receive update on replacing the play equipment.**

This was postponed to the next meeting.



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- c. To discuss and decide whether to increase the budget by £5,000 from earmarked reserves to deliver up to 3 pieces of equipment.
This was delegated to the finance committee.

10. To discuss and decide on the complaints policy.

The following comments were made.

- a. Page 2 – line 9, change to discuss and decide.
- b. Page 4 – Councillor Dickerson asked if add a disclaimer to state that the Council word is final if unhappy the complainant can seek legal representation unless about a member which would then be referred to the Monitoring Officer, and to review the Right to Appeal process.

Councillor Lansdell advised that they have asked a neighbouring panel to offer scrutiny to decisions made previously.

- c. Councillor Wright asked if a flow chart could be added to show how the procedure works.

11. To discuss and decide on the grants policy.

Councillor Dickerson asked if with every grant awarded that the Council receives feedback to allow for recognition to the Town Council will good news stories. It was agreed that this would be added to the policy. It was noted that the numbering on the policy was incorrect.

12. To receive feedback from the Christmas event.

The Council were pleased with the way the Christmas event was managed and the response was positive from the Community regardless of the weather. The initial cost findings was that the event cost the Council approx. £300 which was positive. It was suggested that we attempt to hold the event on the playing field. This will be discussed at the next events meeting.

13. To receive committee updates.

a. Planning & Highway Committee

i. To note the minutes from the planning meeting.

The minutes of the planning meeting were noted by the Council.

b. Events

i. To note the minutes held from the events meeting.

The minutes of the meeting were not available therefore Councillor Lunness gave a verbal update and confirmed the Kings Coronation would be celebrated on Monday 8th May 2023.

14. Meeting dates

a. Finance and policy management: Budget setting, Wednesday 4th January 2023 @ 7pm

This meeting was noted.

b. Events: Monday 16th January 2023 @ 7pm

This meeting was noted.



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15. Any Other Business (For information only – not for discussion.)

The Chairman read out information on volunteers.

Councillor Lansdell advised that he had been approached by a resident asking if the double lines extending down Star Lane on the north side as well as on south side as he is at time prohibited from getting in and out of his designated parking space as there are people parked in front. Lines need to go as far as Yew Tree Cottage.

With there being no further business, the Chairman closed the meeting at 21.00.