



# Long Stratton Town Council

## **MINUTES OF MEETING HELD ON 10th May 2021 @ 7pm IN THE CLUB ROOM, PAVILION**

**In attendance: Councillors , Mark Gladding (Vice-Chair), Judith Baker, Mathew Pochin, Jill Callaghan, Eddie Earp, Mark Bambridge, Diane Woodham, Andrew Lansdell, Susan Smith, Louise Mundford & Robert Mackenzie**

**District and County Councillor Alison Thomas**

**Becky Buck Clerk & RFO,**

In the absence of the Chairman, the Vice-Chairman Councillor Gladding chaired the meeting.

- 1. To nominate Chairman for May 2021 up to and including April 2022 for all ordinary and extraordinary meetings of Long Stratton Town Council**

Councillor Kevin Worsley was proposed and seconded as Chairman for May 2021 up to and including April 2022 which was resolved.

- 2. Chairman to sign 'Chairman's Declaration of Office' in the presence of the Clerk.**

The council resolved to allow the Chairman's Declaration of Office in the presence of the Clerk at the next available opportunity.

- 3. To nominate Vice-Chairman for May 2021 up to and including April 2022 for all ordinary and extraordinary meetings.**

Councillor Mark Gladding was proposed and seconded as Vice-Chairman for May 2021 up to and including April 2022 for all ordinary and extraordinary meetings. This was resolved.

- 4. To receive apologies for absence**

Councillors Worsley and Lunness gave apologies for absence due to ill health, these were accepted by the Council.

- 5. To receive disclosures of interest and dispensations**

There were no disclosures of interest or dispensation received.

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

The Chairman opened the public session by offering congratulations to Councillor Thomas on her re-election to County Council.

Councillor Thomas reported the following. She advised she was pleased to be serving for another 4 years as County Councillor. The new County Council elected members were yet to meet due to there being a 83 members and officers all needing to make sure it is done in a covid secure way. A venue for the first meeting had been



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identified at the showground for the AGM. The County Council had remained in Conservative control. It is anticipated that the bypass application will be submitted later this month.

District report. Orbit have made their intentions clear that they are planning to submit a planning application for affordable housing and shared ownership properties. Councillor Thomas advised that she is looking into whether shared ownership constitutes affordable housing. Affordable housing is perceived differently for development of outside of boundary in policy terms. Due to Covid19 for any person wishing to attend a cabinet meeting they need to contact the council in advance to ensure social distancing is in place.

Councillor Thomas advised she was available to assist in progressing the toilets and that the article in the Sextons Wheel was not completely accurate. The Clerk advised she had completed an investigation and would give a report at the appropriate agenda item.

Councillor Gladding asked if parishioners had contacted Councillor Thomas over the Orbit project. Councillor Thomas advised that she hadn't had any contact however the application isn't yet submitted.

## **7. To approve the minutes of the meeting held on 12<sup>th</sup> April 2021.**

The minutes of the meeting held 12<sup>th</sup> April 2021 were signed by the Chairman as a true reflection.

## **8. To consider any items arising from the minutes of 12<sup>th</sup> April 2021 that is not on the agenda (information only)**

The Clerk advised the Council that in accordance with the resolution made in January 2021 to progress the purchase of defibrillators, the Clerk asked Councillor Thomas if there would be access to hers and Councillor Worley's district member budget. Councillor Thomas advised possibly, could the Clerk send over the details. Action for the Clerk.

## **9. To discuss and decide on Committee members.**

### **a. Planning & Highways**

Committee members stayed the same from 2020-2021.

### **b. Events**

Committee members stayed the same from 2020-2021.

### **c. Leisure & Pavilion**

Councillor Mackenzie agreed to join the committee the rest of the committee members stayed the same from 2020-2021.

### **d. Neighbourhood Plan**

Committee members stayed the same from 2020-2021.

### **e. Finance and Policy Management including GDPR & HR.**



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Committee members stayed the same from 2020-2021.

## **10. To delegate to committees the ability to determine their own terms of reference and Chairman.**

It was resolved for committees to elect their own chairman. Terms of Reference are to be written by Committees and brought back to full council to be formally adopted.

## **11. To discuss and decide on appointment to outside bodies.**

### **a. Nfk ALC**

It was agreed for Councillor K Worsley to continue as representative to Nfk ALC.

### **b. Any other**

There were no other bodies to make representation to.

## **12. Financial and Governance items**

### **a. To review income and expenditure since the last meeting and consider the authorisation of payments.**

The Clerk presented payments for April and up to May 10<sup>th</sup>, 2021, these were approved by the Council.

### **b. To authorise suppliers of regular payments and the direct debits/ standing orders for those payments for the financial year 2021-2022**

Regular payments and suppliers for 2021-2022 were approved by the Council.

## **13. To discuss and decide on the Annual Parish meeting.**

Following a lengthy discussion, it was resolved not to hold an Annual Parish Meeting. The Council resolved to hold a networking event with groups in the village later in the year.

## **14. To discuss and decide on the purchase of a 10ft container.**

Following a lengthy discussion, the Council agreed that more information was required, postponed to the next meeting.

## **15. To discuss and decide on how to tackle dog fouling in Long Stratton.**

### **a. Additional dog and litter bins**

Following a lengthy discussion, it was resolved that at this stage adding additional dog and litter bins was not the answer to tackling dog fouling in Long Stratton.

### **b. Dog fouling campaign**

It was resolved to tackle dog fouling with a targeted campaign, Clerk to instigate.

## **16. To discuss and decide on the Groundsman maintaining the churchyards instead of providing grants.**



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Following a lengthy discussion, it was resolved to provide grants.

## **17. To discuss and decide on supporting the community food bank table.**

Following a lengthy discussion, it was resolved to continue supporting the food bank as opposed to the community food table.

## **18. To discuss and decide on instructing solicitors to progress adoption of the toilets on Swan Lane.**

The clerk reported that following a challenge regarding the article in the Sextons Wheel advising the delay was due to a change in the legal team at South Norfolk, an investigation had been undertaken. The conclusion was that Long Stratton Town Council had requested a site visit to be undertaken before the legal adoption of the land was undertaken. However, the site visit had not taken place. In addition to this, due to working on a skeleton staff whilst the clerk was recuperating from an operation the original email from South Norfolk's solicitors had gone unnoticed. When this was realised, the Clerk was soon to return to her position, and it was agreed to wait for her to return. The Town Council would like to apologise for any delays and will now be working hard to ensure the toilets are opened as soon as possible, hopefully by the end of May. The Council resolved to instruct solicitors immediately.

## **19. To discuss and decide on request from St Marys Church to take over the fireworks event.**

Following a lengthy discussion, it was agreed that there was not enough information to make a decision, action for Clerk, contact St Marys and ask for a meeting to gain additional insight. This will then go to the events committee before the next full Council meeting.

## **20. To discuss and decide on the next Council event.**

The Council discussed participating in thanking front line workers day on July 4<sup>th</sup>, this will be discussed at the next events meeting. It was resolved not to hold an event in August this year but to concentrate on an amazing Christmas event.

## **21. To receive committee updates.**

- a. Neighbourhood Plan Steering group**
  - i. Conclusion of Regulation 16.**

The Chairman gave an update of the progress of the Neighbourhood Plan. Reg 16 had come to an end and an examiner had been appointed. It was resolved for Modicum Planning to continue giving ongoing support.

## **22. To note the following meeting dates**

- a. Full Council meeting – 14<sup>th</sup> June 2021**

Noted

- b. Planning & Highways – TBC**
- c. Finance – TBC**



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## **d. Events – TBC**

The clerk advised that all committees including Leisure will be meeting in the next couple of weeks.  
Action for the clerk, to circulate meeting dates.

## **23. Future agenda items**

### **a. Year-end financial report and AGAR**

*With there being no further business, the Chairman closed the meeting at 9pm.*