



Long Stratton Town Council

MINUTES OF FULL COUNCIL MEETING HELD ON 13th MARCH 2023 @ 7pm IN THE COMMUNITY PAVILION ROOM

In attendance: Councillors Kelly Lunness, Judith Baker, Mat Pochin, Diane Woodham, Andrew Lansdell Robert Mackenzie, Stephen Buss, David Willis, Louise Mundford (19:12) and Helen Dickerson

2 members of the public

Clerk Becky Buck

1. To receive apologies for absence

Councillor Susan Smith gave apologies due to annual leave. These were accepted by the Council. It was noted that Tony Wright had resigned from the Council.

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

1 member of the public was concerned about the drains and pipes in Long Stratton which contributed to the flooding in December 2020. He raised the point that some remedial works had not been completed and there were still concerns regarding the suitability of the pipes and drains in Long Stratton. It was agreed that Councillor Baker and the Town Clerk would meet with the parishioner on a site visit.

Councillor Mundford joined the meeting at 19.12.

1 member of the public came to discuss the speeding in Long Stratton and discussed the difference between 20mph zones and 20 mph limits as well as the danger in using the junction of Flowerpot Lane as a pedestrian and cyclist. It was agreed that the Clerk would arrange a meeting with the Parishioner and the engagement officer at the Local Constabulary to explore options.

Councillor Thomas gave her apologies due to ill health.

4. To approve the minutes of the meeting held on 13th February 2023

The minutes of the meeting held on 13th February 2023 were approved for adoption 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.

The Clerk's report was noted by the Council.

Signed by the Chairman

Date

17/4/23



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6. Financial and Governance items

a. To approve and note receipts and payments since 13th February 2023

The receipts and payments were noted and approved by the Council. The Chairman signed the payment list.

b. To note credit card payments since 13th February 2023

Credit Card payments were noted and approved by the Council. The Chairman signed the payment list.

7. To discuss and decide on request for a memorial plaque in memory of Dave Hipperson on a bench on the Plain.

Following a lengthy discussion, the Council approved a memorial plaque to be placed on one of the existing benches on the plain.

8. To note the paperwork for any councillor wishing to stand for election.

The Clerk gave all Councillors present a nomination pack, discussed key dates and provided electoral role numbers. It was expressed that the forms have to be hand delivered no later than 4th April by 4pm.

9. To discuss and decide on a working group or a committee to formulate an action plan and to prioritise Council's objectives.

It was agreed to formulate a working group to revise the Action plan and to prioritise projects for the development of Long Stratton.

10. To discuss and decide on a date for the Annual Parish meeting 2023.

It was agreed to hold the Annual Parish Meeting on 15th May at 6pm.

11. To discuss and decide on the following policies.

a. Financial Regulations

The Clerk went through the amendments. Financial Regulations were approved for adoption.

b. Asset and Investment policy.

The Clerk went through the amendments, the Asset and Investment Policy was approved for adoption.

12. To receive committee updates.

a. Finance and Policy Management

i. To note the minutes from the finance meeting held Friday 10th March

The minutes of the meeting held Friday 10th March were noted by the Council.

ii. To note the recommendations from the finance meeting.

1. To discuss and decide on adopting the following policies

• Communication

This policy was approved for adoption.

Signed by the Chairman

Date

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- **Data Protection Privacy notice**
This policy was approved for adoption.
- **Computer and Telephone misuse**
This policy was approved for adoption.
- **Expenses**
This policy was approved for adoption.
- **Training**
This policy was approved for adoption.
- **Reserves**
This policy was approved for adoption.

iii. **To note the budget to date**
The Council noted the budget to date. It was discussed that the overall budget with 4 weeks to year end was at 93%.

b. **Events**

- i. **To note the minutes from the events meeting.**
The minutes of the events meeting were noted.
- ii. **To delegate to the events committee to co-opt members of the public that wish to join the committee.**
This was no longer applicable.

13. **Meeting dates**

- a. **Events: Monday 3rd April 2023 @ 7pm**
This was noted by Council.
- b. **Full Council: Monday 17th April @ 7pm**
This was noted by Council.

14. **Any other business (for information only – not for discussion).**

The Clerk made the Council aware of correspondence from the local middle school asking if their Children's Council can visit and meet with Councillors to hear what we do.

The Clerk made the Council aware of the results of the ground scanning completed at St Mary's Church and what this will mean going forward.

With there being no further business, the Chairman closed the meeting at 20:12

Signed by the Chairman

Date 17/4/23