



Long Stratton Parish Council

The Street, Long Stratton, NR15 2AH Telephone 01508 530524

Chairman: Mr Steve Adcock. Clerk: Mrs R Buck

Minutes of meeting held on Monday 12th November at the Methodist Church, Manor Road

In attendance: Councillors Adcock (Chairman), Baker, Woodham, Francis, Mackenzie, Mortimer, Pochin, Lansdell (late)

County Councillor Thomas, District Councillor Fulcher, 1 member of the public.

1. To consider apologies for absence
Apologies were received from Councillors Race for work purposes, Worleys for annual leave and Worsley for medical purposes.
2. To receive disclosures of interest and dispensations
There were no disclosures of interest or dispensations received.
3. To approve the minutes of the meeting held on 8th October 2018
The minutes were approved and signed as a true record by the Chairman
4. To consider any items arising from the minutes
There were no matters arising from the previous minutes
5. To allow members of the public and district and county councillors to speak - max 20 Minutes
Report from County Councillor Thomas
Expected amendments to Long Stratton bypass application, with a new public consultation in the near future. Hempnall application has been submitted and will be determined by County Council in the December meeting.
Children centre consultation finished today and will go to full council in the near future. Long Stratton children's centre will be the South Norfolk coordinating hub.
Homeless person in Stratton is being supported within the remits of South Norfolk District Council
No decision has been made regarding Norse taking over the highways contract.
There have been no published figures from County regarding the use of Morningthorpe recycling centre and therefore any figures published will need to be verified to confirm accuracy.

District Cllr Fulcher: Lighting on Star Lane is progressively worse – tree growing round the light and impeding light. Street light on star lane is out and dangerous. Clerk to report.
Remembrance quiz raised £264.00 which was well received
6. Financial and Governance items
 - a. To review income and expenditure since the last meeting and consider the authorisation of payments
Payments were no noted, there were no payments requiring additional authorisation
 - b. To discuss and decide on TT Jones quote for replacement of lantern with LED
The quote for replacement was approved.
 - c. To discuss and decide on the Annual Clean and Inspect defects list from TT Jones
The Council reviewed the annual clean and inspect list and authorised the work to the value of £700.10 + VAT
 - d. To note completion of audit statement from external auditor.
The external audit report was noted by the Council.
7. To consider correspondence received
 - a. Letter from NS&I regarding faster cheque clearance
The letter was noted.
 - b. Email from Parishioner regarding inappropriate parking at the school
The email was noted, however it is outside of Council control. The clerk advised that she had spoken to the police regarding the matter and the officer advised that they were aware of the situation. It

Chairman..... Date.....



Long Stratton Parish Council

The Street, Long Stratton, NR15 2AH Telephone 01508 530524

Chairman: Mr Steve Adcock. Clerk: Mrs R Buck

was discussed that busses, First Bus and Simmons were also parking on Swan Lane and using the stop for breaks which was causing a hazard. The Clerk advised she would write a letter to the bus companies.

- c. Greater Norwich Plan Consultation
This was noted.

- 8. To discuss and decide on meeting calendar for committees and ordinary meetings

The Clerk provided a Calendar of meetings until December 31st 2019. These were approved and noted by the Council. The Clerk advised the Calendar will be placed on the website and a word version will be made available for all the noticeboards. Councillor Woodham provided apologies for the Leisure meeting on the 19th November, Councillor Pochin advised he would stand in for Councillor Woodham.

- 9. To discuss and decide on the content for the pre-lease for the football club

The hirers agreement was approved and will be sent to the approved solicitor (item 10) for a legal agreement to be drawn up.

- 10. To discuss and decide on a solicitor for the lease agreement.

Andrew Farrier from Ward Gethin was approved at the cost of £750 to draw up a legal hirer agreement.

- 11. To receive committee updates.

- a. Neighbourhood Plan Steering group

Councillor Adcock provided an update on the Neighbourhood plan, it is intended that a draft neighbourhood plan will be available by the end of November.

- b. Leisure & Facilities meeting

- i. To discuss and decide on forming a committee with Tharston & Hapton if appropriate

Councillor Adcock provided a synopsis of the Leisure and Facilities meeting that Phil Courtier, Head of Planning from South Norfolk and Broadland District Council chaired. The purpose of the meeting was to discuss the location of the community space the developer delivers as a result of the planning application. As the application spans both Long Stratton and Tharston and Hapton it was proposed that a committee was formed between the 2 parishes. Long Stratton had previously resolved to adopt open spaces formed as part of the development. Tharston and Hapton had yet to make that decision. Following a lengthy discussion, Long Stratton agreed that a committee was a good idea however before a resolution is made to await the outcome of Tharston and Hapton Council meeting to see if they resolve to adopt the open space that falls within their parish boundary.

Councillor Lansdell joined the meeting at 19:57, apologies were received for being late and were accepted by the Council

- c. To review minutes from the planning committee meeting.
The minutes were circulated and noted.

- 12. To discuss and decide on a contractor for the Pavilion project.

The Council reviewed the tender report prepared by Andrew Morton Associates and approved Omnis Construction as the contractors for the Pavilion project.

- 13. To discuss and decide on becoming VAT registered

The Clerk explained the reasoning behind becoming VAT registered and following an informative discussion the Council resolved to become VAT registered.

- 14. To discuss and decide on the Equality & Diversity policy for approval.

The policy was reviewed and adopted by the Council

Chairman..... Date.....



Long Stratton Parish Council

The Street, Long Stratton, NR15 2AH Telephone 01508 530524

Chairman: Mr Steve Adcock. Clerk: Mrs R Buck

15. To discuss and decide on Child and Vulnerable Adult Protection Policy and Statement
The policy was reviewed and adopted by the Council.

16. To review the corporate complaint status

The clerk provided an update regarding the corporate complaint. The Clerk advised that there had been a similar complaint made on the same matter and due to the complaints process the council could not lodge a complaint as a corporate body and as a result had 3 options. 1, list all members who voted in favour of complaining on the complaint. 2, for the Clerk to be listed as the complainant. 3, to allow the initial complaint which is similar in nature and regarding the same matter to progress in place of the Council's complaint. Following a lengthy discussion, the Council resolved to follow the 3rd option.

17. To discuss and decide on email request from Councillor Worley

- a. Using the MUGA for stalls

Following a lengthy discussion, it was resolved not to allow use of the MUGA on grounds of health and safety.

- b. Transferring the road closure to Councillor Worley

Following a lengthy discussion; it was agreed that the Council will cancel the road closure but would offer support to Councillor Worley if he wanted to progress with his own road closure.

18. To note the following meeting dates

- a. Planning meeting – November 20th at 6pm

- b. Leisure meeting – November 19th at 6.30pm

- c. Finance meeting – November 26th at 6.30pm.

The meeting dates were noted.

19. AOB

The following was reported to the Clerk

Speed hump with hole in it first one on manor road to be reported to Highways, phone box on Manor road is in a poor condition – re-report to BT

The Remembrance Day bench is to remain on the plain for 12 months at which point will be moved to the memorial gardens where it will join the sign that Councillor Baker has given the Council to commemorate WW1.

With their being no other business the Chairman closed the meeting at 8:57pm

Chairman..... Date.....