



Long Stratton Town Council

Pavilion, Manor Road Playing Fields, Manor Road, Long Stratton, NR15 2XR

Chairman: Mr Kelly Lunness. Clerk: Mrs B Buck

Tel: 01508 530524

Email: Becky.buck@longstrattontowncouncil.gov.uk

Website: www.longstrattoncouncil.info

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 12th May 2025 at 7pm at the Pavilion, club room.

1. To nominate Chairman for May 2025 up to and including April 2026 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 2025 up to and including April 2026 for all ordinary and extraordinary meetings.
4. To receive apologies for absence
5. To receive disclosures of interest and dispensations
6. To allow district and county councillors to speak - max 10 minutes
7. To allow members of the public to speak – max 10 minutes
8. To approve the minutes of the meeting held on [14th April 2025](#)
9. To discuss and decide on [Committee members](#).
 - a. Planning, Leisure, Pavilion & Highways
 - b. Staffing Committee & HR policies
 - c. Finance and Policy Management including GDPR
 - d. Action Group
10. To appoint an Internal Scrutineer for 2025-26 financial year
11. To discuss and decide on the Council's [IT policy](#)
12. Finance and Governance
 - a. To note and authorise income and expenditure through Unity Trust Bank since 14th April 2025
 - b. To note all credit card payments since 14th April 2025
 - c. To approve regular suppliers for 2025-2026
13. To receive the Internal Auditor report.
14. To discuss and decide on the Annual Governing Account Report (AGAR)
 - a. Annual Governance Statement
 - b. Accounting Statement
15. To note how the event proceeded on the 10th May 2025
16. To note minutes from the following committee meetings and to discuss and decide on recommendations made.
 - a. Finance
 - i. To discuss and decide on appointing Peninsula as external HR support.
 - b. Planning
17. Future agenda items