



# Long Stratton Town Council

## MINUTES OF ANNUAL COUNCIL MEETING HELD ON 13<sup>th</sup> JUNE 2022 @ 7pm IN THE COMMUNITY PAVILION ROOM

In attendance: Councillors Kelly Lunness, Judith Baker, Mat Pochin, Diane Woodham, Christina Kenna (19.41), Susan Smith, Andrew Lansdell, Tony Wright & Louise Mundford (19.05).

District Councillor & County Councillor Alison Thomas.

7 members of the public.

Becky Buck Clerk & RFO

**1. To receive apologies for absence**

There were no apologies for absence received.

**2. To receive disclosures of interest and dispensations**

There were no disclosures of interest and/or dispensations received.

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

A member of the public raised the matter of having a dog walking area on the playing field, potentially on the BMX track area, and a lengthy discussion ensued between all in attendance. The Council advised that there is an existing byelaw that only allows dogs on leads on the pathways only. The Council recognised the need for a dog walking area but there were concerns that even if the byelaw was lifted the BMX track area would not be big enough. It was agreed that the Council would investigate the byelaw. It was also agreed that with the new proposed development a dog walking area will be a priority. It was recognised that this was not going to be available soon therefore it was agreed that the Council would look at potential spaces that could be used in the interim. District Councillor Alison Thomas was also asked to look into the open space at the front of South Norfolk House. Once the information is collated then it will be on the Council agenda to be discussed further.

District Councillor Alison Thomas reported that Cabinet had agreed to market South Norfolk House following the decision made to relocate to the horizon building in Broadland. It will be marketed as offices for a minimum of 6 months before a change of use planning application can be considered at which point the Town Council will be consulted as part of the planning process.

County Councillor Alison Thomas reported that Norfolk County Council is looking at County deals. County deals is a 3 level application which depending on which level you go for gives you access to different levels of power and funding. Norfolk County Council would like to apply for the 3<sup>rd</sup> level so that they have full access to all the funding but to be eligible they will need to have a directed elected leader which will be chosen by the public.



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*Councillor Kenna joined the meeting.*

Councillor Thomas thanked the Council for the Jubilee event and said it was very much appreciated.

A member of the public suggested a scarecrow trail event. This can be considered by the events committee.

A member of the public asked if the newsletter could be delivered to Tharston estate, this can be considered by the Council.

**4. To approve the minutes of the meeting held on 9<sup>th</sup> May 2022**

The minutes of the meeting held on 9<sup>th</sup> May 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.**

The Clerk's report was noted.

**6. To ratify decision made under delegate power regarding the Council insurance provider.**

The Chairman and Clerk advised that they had chosen Gallagher for 1 year. Although it was more expensive than the cheapest quote it was noted that due to the existing claim currently in place that it was advisable to stay with the same insurance provider to save having to potentially deal with 2 insurance companies and the resource that would come with this. This was agreed and ratified by the Council.

**7. Financial and Governance items**

**a. To approve and note receipts and payments since 9<sup>th</sup> May 2022**

All payments and receipts made since 9<sup>th</sup> May 2022 were approved and noted by the Council.

**b. To note credit card payments since 9<sup>th</sup> May 2022**

All credit card payments made since 9<sup>th</sup> May 2022 were noted by the Council.

**8. To discuss and decide on summer newsletter content.**

The summer newsletter was approved by the Council with 2 small amendments, to remove the dental surgeries from the back page and to invite community groups to the next summer event on page 3.

**9. To discuss and decide on a new Queens Jubilee bench.**

Following a lengthy discussion, it was agreed to purchase a Queen's Jubilee bench. There were 2 options available. The Council approved the first bench at £1075 + VAT and delivery with 5 votes to 4.



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**10. To discuss and decide on room booking fee upon a written request.**

The Clerk advised this was no longer relevant as the written request had been withdrawn.

**11. To receive committee updates.**

**a. Planning & Highway Committee**

**i. To note the planning minutes from 31 May 2022**

The minutes from the planning meeting held 31 May 2022 were noted.

**b. Events Committee**

**i. To receive feedback from the Queens Jubilee event from the Town Clerk.**

The Clerk went through the lessons learnt from the Queen's Jubilee which took not only internal feedback but feedback from the community. The lessons learnt will be gone through at the next events meeting. The clerk confirmed that at the time of the meeting, the event looked to have cost the Council approximately £500 however this was not the final figure.

**12. Meeting dates**

**a. Events committee – 21<sup>st</sup> June 2022 @ 7pm**

Events meeting was noted, Councillor Lunness gave apologies due to prior engagements.

**b. Staffing committee – 27<sup>th</sup> June 2022 @ 7pm**

Staffing meeting was noted, Councillor Lunness gave apologies due to prior engagements.

**c. Full Council – 11<sup>th</sup> July 2022 @ 7pm**

Full Council meeting was noted, Councillors Mundford and Smith gave apologies due to prior engagements.

**13. To close the meeting to press and public under the Public Bodies (Admissions to Meetings) Act 1960 due to the disclosure of confidential information (land, contracts, staffing matters)**

The remaining members of the public left the meeting.

**14. Staffing Matters**

**a. Pavilion Cleaner recruitment**

Councillor Pochin advised that there were 2 applicants for the role and interviews are being held Tuesday 14<sup>th</sup> 2022. The Council gave delegated powers to Councillor Pochin and Baker who were conducting the interviews to appoint.

**b. To discuss and decide on overtime.**

Overtime was approved for the admin assistant.

*With there being no further business the Chairman closed the meeting at 21.21.*