



# Long Stratton Town Council

## MINUTES OF MEETING HELD ON 11<sup>th</sup> APRIL @ 7pm IN THE COMMUNITY PAVILION ROOM

In attendance: Councillors Kelly Lunness, (Acting Chair), Judith Baker, Mat Pochin, Diane Woodham, Christina Kenna, Susan Smith, Andrew Lansdell (19:05), Tony Wright & Robert Mackenzie

**2 members of the public**

**District Councillor & County Councillor Alison Thomas**

**Becky Buck Clerk & RFO**

**1. To receive applicants for co-option**

Anthony Wright put himself forward for co-option, he gave a brief description of himself and answered questions from existing members regarding why he wanted to be a Councillor. The Council agreed to co-opt Mr Wright to the Council. Councillor Wright signed the declaration of office in front of the Clerk and joined the meeting.

**2. To receive apologies for absence**

Councillor Ridgway gave apologies due to Covid; Councillor Mundford gave apologies due to annual leave.

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

There were no disclosures of interest or dispensation received.

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

Councillor Thomas advised that the ditch behind Manor Court had now been totally cleared of debris. The 1800 home and bypass planning application is still under consultation. There has been lots of information come forward from the Local Lead Flood Authority including suggestions around applying conditions. There is no date for the application to go to the planning committee at South Norfolk however as there is an upcoming byelection, there may be a small delay due to purdah.

Evacuees from Ukraine are arriving and are being matched. Housing and welfare checks are taking place to ensure basic standards are met and support services are in place.

Accommodation review is coming to conclusion, the Council were asked to give thought to what they would like to see South Norfolk House become. It is no longer being considered as an evacuee centre.

County report. Norfolk County Council are leading the way on supporting evacuees from Ukraine, they have created a central team that is co-ordinating all the support. Free school meals during Easter holidays have been terminated with the funding being allocated in a different way to reach more people that are vulnerable. Easter schemes for children that are running still have food provision available.



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Member of the public raised a query over item 9 as he had previously proposed a pathway be installed to circumvent the whole of Manor Road playing fields. The Council agreed that this would be taken into consideration at the time. He asked the Council what their thoughts were on the accommodation review for South Norfolk Council/ Broadland District Council. The Council commented that until a resolution has been passed by the authorities concerned, the Town Council do not know how it will affect the local community however there was a concern over the loss of economy that having the offices in Long Stratton brings.

5. **To approve the minutes of the meeting held on 14<sup>th</sup> March 2022**

Minutes of the meeting held 14<sup>th</sup> March were approved with one correction in the District Councillor report. Omitted 'Cygnet House' and replaced with 'South Norfolk House'.

6. **To note the Clerks report and to ask any questions arising from the report.**

The Clerks report was noted. The Clerk gave the Direct Services Officer report verbally.

7. **Financial and Governance items**

a. **To approve and note receipts and payments since 14<sup>th</sup> March 2022**

Payments totalling £25,527.53 were noted and approved by the Council. Receipts totalling £125 were noted and approved by the Council. It was noted that the electricity bill for the MUGA floodlights was being challenged. Concern was raised regarding the increasing prices of energy especially for the floodlights. The Clerk confirmed the solar lights were due to be replaced with LED lights imminently, it was agreed to place it on the next Finance Committee agenda.

b. **To note credit card payments since 14<sup>th</sup> March 2022**

Credit card payments totalling £1697.40 were noted by the Council.

c. **To approve 50% contribution for Hayntons Lane maintenance up to £1440.**

Contribution to Hayntons Lane maintenance was approved. The Clerk was asked to inform Wacton Parish Council Clerk that in future years we would require 3 quotes in line with Long Stratton's Financial Regulations. Concern was raised regarding the work being carried out in nesting season. The Clerk was asked to enquire when the work would be carried out.

8. **To discuss and decide on bowls club placing a sign at the entrance of the car park**

Following a lengthy discussion; it was agreed to approve 2 signs no bigger than 36" by 12" to be placed at the entrance of the car park and a smaller sign to be placed on the gate to the bowls club.

9. **To discuss and decide on LSFC request to install floodlights around the bottom pitch.**

Following a lengthy discussion; the Council agreed to decline the request to install flood lights.



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**10. To discuss and decide on replacing play equipment on a piecemeal basis.**

The Clerk gave a verbal report regarding the funding that is available for capital programmes such as playground equipment. There are some funding options, some centred around the Queen's platinum jubilee, and for smaller sums of money therefore to replace the playground equipment as a whole project would be challenging. The Council agreed to look at the refurbishment piecemeal and in honour of the Queen's Jubilee to name the park as the 'Platinum Park' and for plaques to erected to that affect.

**11. To note the footpath report provided by the footpath warden.**

The footpath warden gave a verbal report regarding the condition of the footpaths. She requested some assistance from the Council regarding FP18 where she had a concern regarding health and safety. It was agreed to ask the Direct Services Officer to meet with the footpath warden at the beginning of May. The footpath warden was thanked for her time and dedication.

**12. To receive committee updates.**

**a. Planning & Highway Committee**

**i. To note the planning minutes from 21<sup>st</sup> March 2022**

The minutes of the meeting held 21 March 2022 were noted by the Council. The committee asked for an update on an application from Lime Tree Farm.

*Councillor Woodham left the meeting at 20:36*

**b. Events Committee**

**i. To note the events minutes from 21<sup>st</sup> March 2022**

The minutes from the meeting held 21 March 2022 were noted by the Council.

**c. Finance Committee**

**i. To note the finance minutes from 28<sup>th</sup> March 2022**

The minutes of the meeting held 28<sup>th</sup> March 2022 were noted by the Council.

**ii. To discuss and decide on recommendations from the finance committee**

**1. Financial Regulation policy**

Financial Regulation policy was adopted by the Council

**2. Investment policy**

Investment policy was adopted by the Council.

**3. Financial Risk Management**

Financial Risk Management was adopted by the Council.



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## **4. Standing Orders**

Standing Orders was adopted by the Council.

## **5. Code of Conduct**

Code of Conduct was adopted by the Council, it was discussed and agreed that all members will be signing a copy of the Code of Conduct, to confirm they have read and understood, which will be held in the Council office.

## **13. Meeting dates**

### **a. Leisure & Pavilion committee – 26<sup>th</sup> April 2022 @ 11am (site visit)**

This was noted by the Council.

### **b. Finance committee – 25<sup>th</sup> April 2022 @ 7pm**

This was noted by the Council

Councillor Kenna gave apologies due to a prior commitment.

### **c. Full Council - 9<sup>th</sup> May 2022 @ 7pm (Annual Town Council Meeting)**

This was noted by the Council.

## **14. 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)**

There was no press or public to dismiss.

## **15. Staffing Matters**

### **a. Accident at work – update.**

The clerk confirmed that there had been no update.

*With there being no further business, the chairman closed the meeting at 20:47.*