



Long Stratton Town Council

MINUTES OF FULL COUNCIL MEETING HELD ON MONDAY 12th MAY 2025 @ 7pm IN THE COMMUNITY PAVILION ROOM

In attendance: Councillors, Justin Harris, Florence Morimont , Mat Pochin, Louise Mundford (19:19), Andrew Lansdell, Kelly Lunness, Helen Dickerson, Susan Smith, Judith Baker and Fiona Lawrence

Town Clerk, Becky Buck and Molly Hallett, Town Council administrator.

County Councillor Alison Thomas and 2 Members of Public.

- 1. To nominate Chairman for May 2025 up to and including April 2026 for all ordinary and extraordinary meetings of Long Stratton Town Council**
Councillor Lunness was proposed and seconded as Chairman and unanimously approved.
- 2. Chairman to sign 'Chairman's Declaration of Office' in the presence of the Clerk**
The Chairman signed the 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.**
Councillor Pochin was proposed, seconded and unanimously approved as Vice-Chair.
- 4. To receive apologies for absence**
Apologies of absence was received from Councillors Ciorra, Thompson and Willis, these were accepted by the Council.
- 5. To receive disclosures of interest and dispensations**
There were no disclosures of interest or dispensations received.
- 6. To allow district and county councillors to speak - max 10 minutes**
County Councillor Thomas reported that there are County wide events regarding Local Government Reorganisation with the first being at Wymondham on Monday 19th May 7-9pm.
Bypass opening, looking to celebrate the opening with a fun run, fun cycle with a proposed date of 3rd August. There will be some disruptions of the A140 as the northern and southern roundabouts are tied in. The first is proposed to be the northern roundabout, the 1st weekend and last weekend in July with the southern roundabout will be the 1st weekend in August, these are indicative dates and could be subject to change. Octavius are also planting 300 trees a day.

On the 10th July the Long Stratton Enterprise Partnership will also be holding a open day on a small section of the bypass to promote business and education in Long Stratton.



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7. To allow members of the public to speak – max 10 minutes

Member of the public raised an objection to Block East Pye Solar having a platform at the Annual Town Meeting. The Chairman advised that it is an opportunity to gather information and hear the views of the local opportunity. The Clerk advised that East Pye Solar will be invited to a meeting of the full Council at a future date and this will be advertised. County Councillor Thomas advised that at the recent meeting in Wacton, the developer declined to attend the meeting.

Bike Active Norfolk advised that the shipping container has been sited and childrens equipment will be purchased in the coming months. Work with the youth café and the Council's youth worker has been going well offering opportunities to young people and those with disabilities.

The 24hr charity event is coming together with interviews with the BBC to promote the event scheduled. Bike Active Norfolk have raised £8k towards the rickshaw with another £5k on the horizon, the rickshaw will be used to commute Long Stratton residents to appointments and deliver essential services. The Clerk asked for more information that can be included within the next newsletter.

8. To approve the minutes of the meeting held on [14th April 2025](#)

The minutes of the meeting held on the 14th April 2025 were approved by the Council and signed by the Chairman as a true record with the following amendments, Councillor Baker was added to those in attendance and Councillor Dickerson was removed from attendance as she had given apologies and this was reflected in the apologies given agenda item.

9. To discuss and decide on [Committee members](#).

a. Planning, Leisure, Pavilion & Highways

Councillors Lansdell, Baker, Ciorra, Dickerson, Smith, Dickerson, Lunness, Mundford & Pochin were approved for the committee.

b. Staffing Committee & HR policies

Councillors Pochin, Baker, Mundford, Harris, Morimont and Willis were approved for the committee.

c. Finance and Policy Management including GDPR

Councillors Pochin, Smith, Harris, Lunness, Willis and Morimont were approved for the committee.

d. Action Group

Councillors Lunness, Harris, Ciorra, Morimont and member of the public Robert Mackenzie were approved for the committee.

10. To appoint an Internal Scrutineer for 2025-26 financial year

Councillor Willis was appointed and approved as internal scrutineer.



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11. To discuss and decide on the Council's [IT policy](#)

The Council approved the IT policy.

12. Finance and Governance

a. To note and authorise income and expenditure through Unity Trust Bank since 14th April 2025

All income and expenditure was noted and approved by the Council and the Chairman signed the payment list.

b. To note all credit card payments since 14th April 2025

All credit card payments were noted and approved by the Council and the Chairman signed the payment list.

c. To approve regular suppliers for 2025-2026

Regular suppliers were approved by the Council.

13. To receive the Internal Auditor report.

The Clerk advised that the report had not yet been received however the internal auditor was happy and had signed the AGAR off.

14. To discuss and decide on the Annual Governing Account Report (AGAR)

a. Annual Governance Statement

The Chairman read the statements on the annual government statement and the Council agreed positively with each statement read. The Chairman signed the annual government statement.

b. Accounting Statement

The Clerk read the figures from the accounting statement, the Council approved the accounting statement and the Chairman signed the accounting statement of the AGAR.

15. To note how the event proceeded on the 10th May 2025

The Clerk gave a verbal update on the event. The event went really well and initial costings shows that there is a good chance the event has broken even for the first time. The event was enjoyed by all and the attractions were well received and were popular. There was some feedback that there could have been more done with commemorating VE Day. This was taken on board by the Clerk.

16. To note minutes from the following committee meetings and to discuss and decide on recommendations made.

a. Finance

The minutes were noted by the Council.

i. To discuss and decide on appointing Peninsula as external HR support.

Following a lengthy discussion, the Council approved Peninsula as the Council's external HR support.



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b. Planning

The minutes of the planning meeting was noted by the Council.

17. Future agenda items

Councillor Harris asked if we could do something to commemorate VJ day on 15th August.

Councillor Harris asked to schedule more Councillor surgeries and asked if the Council could look into attacking loneliness in the community.

Councillor Baker advised that Councillor Willis and herself would not be available for the Annual Town Meeting.

With there being no further business, the Chairman closed the meeting at 20:14

DRAFT