**Stratton Strawless Parish Council**

**Minutes of the annual meeting of Stratton Strawless Parish Council**

**on 10th July 2023 at Burroughs Hall**

**Present:** Public:

Cllr Drake, Cllr W Farrow, Cllr Howard, Cllr D Farrow, Cllr LS Drake 1

Kate Leggett (Clerk)

**045 (001) Apologies**

Cllr Roper

**046 (002) Declarations of Interest and Dispensations**

None.

**047 (003) Minutes of the previous meeting**

The minutes of the meeting held on the 12th June 2023 were **AGREED** and signed

**048 (004) Matters Arising from previous meeting not on the agenda**

None for this meeting.

**049 (005) To receive District and County reports**

District: Cllr Ward

Cllr Ward advised that there is a Full Broadland District Council meeting on the 27th July.

As a new Councillor, Cllr Ward has been receiving training for his role. One item on this training schedule is the Broadland Help Hub. Cllr Ward was eager to promote its diversity and usefulness to the public as it is thought that it is a much under used service. The service is open to all BDC residents and offers a wide array of services from financial, health and wellbeing, benefit advice, carers advice and lots more. People can call the designated Help Hub phone number 01606 430431 or can access the services online.

The Clerk asked Cllr Ward if he could write a short piece about the Help Hub for the parish website.

**050 (006) To receive Police report**

None for this meeting.

**051 (007) To receive clerks report.**

The Clerk asked Cllr Drake about the styles on the public footpaths on Shortthorn Road. She was advised that they have been repaired with the help of Cllr Farrow. Cllr Farrow advised that there had been no cost to the council or landowner as the timber had been donated by Wallace Sawmills in Hevingham. Our thanks got to them.

**052 (008) Public Participation**

None for this meeting.

**053 (009) To discuss and agree any action regarding ongoing issues**

1. Induct training. The Clerk advised the council that she had received an email from the enforcement officer at Broadland District Council, Mr Steve Kenny, who had informed her that Induct were planning to appeal the decision to remove them from the Manson Plantation site. Although at the time of his email he had received no such appeal. Mr Kenny advised that if no appeal was received within 6 weeks an enforcement notice would be served to Induct Training.

**054 (010) SAM data**

Cllr Howard took those present though the latest SAM data. The camera has been moved to a new post further down Shortthorn Road for the next month. It was also noted that the police had been spotted doing speed checks down Shortthorn Road.

**Clerk to seek information from the police about speeders down Shortthorn Road.**

Cllr Howard advised those present that he had attended the Norwich Western Link meeting on the 27th June and gave a brief overview of that meeting. The NWL work will be wound down in an effort to save money before any final decisions are made about the viability of the Link. Norfolk County Council have not yet received any funding for the proposed Link. It is thought that the NWL was somewhat dependant on the success of the Tuddenham link which is currently still in the planning stages and has been subject to several objections. There will be another NWL meeting in Sept/Oct and Cllr Howard will report again.

**055 (011) Planning**

None for this meeting.

**056 (012) Finance**

1. **Payment schedules and Bank Reconciliation for June 23 were agreed and signed.**

**057 (013) Policies and Procedures**

1. To discuss and APPROVE Statement of Internal Controls as circulated by the Clerk. **Approved and signed.**

**058 (013) Next agenda**

Induct Training update.

Recycling bank

Litter pick

**059 (015) Date and time of next meeting.**

Monday 11th September 2023 in Burroughes Hall.

**060 (016)**

**To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the item in view of the confidential nature of the business to be transacted as the item relates to Terms and Conditions of Employment. If resolved, such items to be dealt after the item that confirms details of the next meeting.**

1. Staffing issues.

The clerk informed council that she will be resigning her position as of the September meeting and there followed a discussion about a replacement/locum clerk.

**Following the discussion**, **it was agreed to move the Council meetings to every other month to facilitate a five-hour week position for any new clerk/locum.** **The hourly rate was agreed for the five hours per week set up.**

**It was agreed that the Clerk would approach her contacts in the sector about getting a locum to allow the council time to recruit.** The Clerk will also supply the council with a scoring matrix for the interview process.

**Meeting closed at 8.25pm**