

STRATTON STRAWLESS PARISH COUNCIL

Locum Clerk: Miss Lolly Dawson Email: ssparishcouncil@outlook.com

NOTICE OF MEETING AND SUMMONS TO ATTEND The meeting of the Parish Council will be held on Monday 8th January 2024 at 7:30pm in Burroughes Hall, Parish Road.

AGENDA

1. To receive apologies

2. To receive Declarations of Interest and consider any requests for Dispensations.

Councillors are invited to declare a pecuniary or non-pecuniary interest on any item on the agenda. To consider any dispensation requests.

3. To approve minutes of the meeting held on 13th November 2023

4. To report matters arising from the previous meeting not on the agenda

Note: No decisions can be made under this agenda item.

4.1. SNBC Planning Compliance Officer has informed the Parish Council that they have received proof that an appeal has been submitted for the Mansom Plantation.

4.2. County Councillor Roper is in discussions with highways regarding flooding issues next to the Village Hall.

5. To receive District and County Councillors & Police reports

6. Public participation

7. Planning

7.1. 2023/3649, Single Storey rear extension, Moorpark The Wilderness Shortthorn Road Stratton Strawless. Deadline 29 December, extension agreed to 10 January.

7.2. 2023/3598, Retrospective change of use of agricultural land to a dog walking field with associated car parking area and the erection of dog fencing. Location: Land Behind closed Paws Adventure Park, Shortthorn Road, Stratton Strawless. Deadline 5 January, extension approved, 12 January.

7.3. 20212025, Appeal for 6 dwellings with associated access and parking on land off Shortthorn Road, NR10 5NU. Deadline 22 January.

7.4. 2023/3798, Variation of condition 2 of 20211308 – reconfiguration of internal layout, with office space now designated at first floor level and 4 no. additional windows. Woodland Farm Bungalow, Shortthorn Road, Stratton Strawless, NR10 5NU. Deadline 14 January.

7.5. 2023/3778, detached garden room. Petersfield House, Shortthorn Road. Deadline 12 January.

8. Highways

8.1. To receive an update on footpaths and signage and agree any further actions. (DF)

8.2. To agree the current SAM2 locations. (MH)

8.3. To receive a SAM2 report, traffic stats circulated. (MH)

8.4. To receive an update on the bus stop access ramps.

8.5. To receive an update on the signage on Shortthorn Road junction.

9. Administration

9.1. To consider and approve the Standing Orders

9.2. To consider and approve the financial regulations

- 9.3. To consider and approve the Training and Development Policy
- 9.4. To consider and approve the Grievance Policy
- 9.5. To consider and approve the Disciplinary Policy
- 9.6. To consider and approve the anti-harassment and bullying policy
- 9.7. To consider and approve the Publications Scheme

10. Finance

- 10.1. To receive Bank Reconciliation
- 10.2. To approve payments up to and including September and October 2023.

Company	Description	Net	Vat	Gross
Miss L Dawson	Staff Costs Months 8 (Nov) &9 (Dec) & 10 (Jan)	£552.61	£0.00	£552.61
Microsoft	Monthly subscription 9/10/23	£9.40	£1.88	£11.28
Hainford & Stratton Strawless News	Annual fee 2024	£250.00	£0.00	£250.00
Vodafone	Motorola e13 & Top Up (Refund L Dawson)			£99.00
Microsoft	Annual Subscription to 13/11/2024 (Refund L Dawson)	£116.08	£23.22	£139.30

- 10.3. To consider the final draft budget for 2024/2025 financial year.
- 10.4. To agree the precept for 2024/2025.
- 10.5. To consider the quotes for the bus stop lighting. (MH)
- 10.6. To consider the quote of £120.00 for Sonya Blythe to carry out the internal audit.
- 10.7. To consider the quote for membership to NPTS at a cost of £113.00.
- 10.8. To consider the quote for membership to NorfolkALC at a cost of £191.50 plus website fee of £70.00. due 1st April 2024.

11. Receive items for agenda of next meeting.

12. Date of next meeting

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.

13. Staffing Matters

- 13.1. To consider the recruitment pack and any further actions.