

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 23 September 2024 at 7.00 pm at Scole Community Centre, Ransome Avenue, Scole.

Councillors Present: Cllr P Jones (Chair), Cllr G Blakesley, Cllr C Brooks, Cllr Lady R Mann, Cllr McEwen, Cllr L Trevail, Cllr J Ward & Cllr D Ward

In attendance: Sara Campbell (Clerk), County Cllr M Wilby, District Cllr C Hudson & District Cllr D Thompson

1. **To consider accepting apologies for absence:** Apologies received and approved for Cllr G Fisher
2. **To approve the minutes of the Parish Council Meeting held on 22 July 2024:**
The minutes of the Parish Council Meeting held on 22 July (pages 1-6 of 6) were proposed for approval by Cllr McEwen seconded Cllr C Brooks and unanimously agreed.
3. **To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**
Cllr G Blakesley – C & G Trenching
Cllr J Ward – Scole Parish Hub
Cllr D Ward – Scole Parish Hub
Cllr Jones – Scole Community Centre
Cllr C Brooks – SNTT
Cllr G Fisher – SNTT
Cllr L Trevail – SNTT
4. **To receive questions or comments from the parishioners:**
 - A member of the Juniper Club informed the council of their request to install a poppy wreath holder on the land owned by Highways at the war memorial. County Cllr Wilby was happy this would be OK. Clerk to apply to NCC for permission.
 - A member of the Hub Committee requested some work on trees on the site. A fund-raising evening with mulled wine is being planned.
 - A resident near Bottle Cottage raised concerns regarding the 40 mph speed limit at the blind bend this should be 30 mph, also asked about a mirror to view the traffic, County Cllr Wilby confirmed this can be installed with the landowners permission.
 - An update on flooding around the parish.
 - Thelveton have dug flooding pits opposite Billingford Horseshoes and burger van
 - Ditching has been undertaken near development in Scole

Resident praised the support and help from Gary Overland at NCC Higways. Still to be completed.

- Pond at Waterloo needs bunding between pond and Waterloo
 - Pond needs digging out
- Thelveton Estates will undertake the work.

5. To receive the reports from the District & County Councillors:

County Cllr Wilby

- Thanked Sue for the successful fundraising coffee morning organised at Billingford Church which raised over £500.00.
- Discounted tree packages are available via the Norfolk County Council website
- The "Devolution Deal" has currently been stopped by the new Government.
- The Norfolk Magazine is soon to be distributed, keep handy as it is full of lots of useful information and updates.

District Cllr Thompson

- At the last full council meeting there was unanimous support for installing Bleed Kits at leisure centres, and encouraging Parish Councils who don't already have them, to consider installing them in their communities possibly by defibrillators
- The consultation on proposed changes to the National Planning Policy Framework and other changes to the planning system is open until 24 September.
- Disabled Facilities Grant (DFG) to provide adaptations to assist with helping elderly or disabled people to remain in their homes.

District Cllr Hudson

- Grants available for electric charging points and solar up to £20,000.
- Hopkins Homes application, suspect there will be another application soon.

6. To receive the Clerks Report and an update on correspondence received:

The clerk updated the Council on the following item:

- Resignation email from Cllr C Blakesley – the Council thanked Cllr Blakesley for the contribution he has made to the parish during his time as Councillor.
- An email chasing the pollarding of trees on the A140 mound behind Karen Close, Scole.
- An email chasing an update on the progression of the Cycle Path project.
- An email update on the light outside 35 Reeve Close that is not working, this is due to there being not UKPN supply inside the light. Will take approx. 25 working days to fix.

7. To receive an update on the installation of a plaque on the south side of Scole Bridge:

Following the last meeting, the originator of the plaque felt strongly that the plaque should be on the bridge. Cllr Jones has met with Waterfields and they will liaise with John Lewis at SCC to install the plaque.

8. To receive updates on how the Parish Council can improve the play area in the parish:

The Council agreed an inclusive roundabout would be a welcome addition the cost is around £8-£10K.

Councillors also considered installation of a forest circuit, Cllr McEwen to meet Cllr Jones to consider the available space.

Councillors agreed that an "open meeting" for interested members of the parish should be consulted on the types of equipment to be provided.

9. To approve a request from the Juniper Group to purchase a frame to hold the wreaths laid at the war memorial on Remembrance Day:

Cllr McEwen proposed, seconded Cllr Brooks and unanimously agreed. Clerk to apply for permission from NCC Highways.

10. To consider potential projects for the Parish Partnership:

Councillors suggested improvements to the path alongside A1066 from Waterloo to Dark Lane, cut back bank and push back soil to make path wider.

11. PLANNING

11.1. To Comment on and recommend for Approval/Refusal any Current planning applications:

None

11.2. To receive an update on any previous planning applications:

Waiting to hear about consultation dates for the Hopkins Houses.

12. FINANCE

12.1. To approve receipts & payments (Appendix A)

Payments list previously circulated to all councillors and available on the website. Proposed Cllr Brooks, seconded Cllr J Ward and unanimously agreed.

12.2. To receive the Responsible Finance Officer's Report:

| Details | CR/(DR) | BALANCE |
|-------------------------------|------------|----------|
| Community Acct Balance B/fwd: | | 6,414.26 |
| Total Receipts | 14,044.10 | |
| Total Payments | (9,221.10) | |

| Details | CR/(DR) | BALANCE |
|--|---------------|------------------|
| Community Account Balance (after payments) | | 11,237.26 |
| Business Saver Account | 114.52 | 30,711.05 |
| TOTAL Cash in Bank | | 41,948.31 |
| Allocated Funds (Listed Below) | | 30,273.94 |
| Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND | | 11,674.37 |

12.3. Allocated funds for the financial year commencing 1-4-24:

| Details | Closing Balance 31/3/24 | CR/DR | Balance |
|---|-------------------------|-------------------|------------------|
| Proposed Village Hall Site (Lease) | 153.00 | | 153.00 |
| Street Lights Spent on Street Light upgrades 1,978.68 | 1,978.68 | (1,978.68) | 0.00 |
| Contingency Fund Spent on Street Light upgrades 1,496.38 | 14,154.23 | (1,496.38) | 12,657.85 |
| CIL | 16,463.09 | | 16,463.09 |
| Cycle Path | 1,000.00 | | 1,000.00 |
| TOTAL £ | 33,749.00 | (3,475.06) | 30,273.94 |

13. To receive reports from the current Working Groups and review membership of these working groups:

13.1. Employment Working Group (GB, LT) – Following the Clerk's resignation adverts for a replacement have been put in the Post Horn, Facebook (Diss Community Facebook Page & Scole Village & Community Group) to date no interest has been received.

13.2. Internal Control (PJ, JW, TM) – Nothing.

13.3. Cycle Path Group (PJ,) - Nothing.

13.4. Diss & District Neighbourhood Plan (DDNP) (Graham Moore, Corinne Moore, DW) The Consultant has spoken with Planners regarding the Hopkins Development.

13.5. Scole Nature Trails Trust Group (COB, LT, GF)

- The ditch is dug where water from Low Road goes under.
- The footpath from Bungay Road to Rogers Pond is part cut.
- Low Road ditch is shallow and needs digging out, approach C G Trenching – add to agenda for approval at next meeting.

13.6. Community Centre (PJ)

- Planning underway for the 2025 fete
- Hosting Bowls Club social evenings
- First XI is doing well in the Premier League
- Hosting birthday parties from 2 to 80
- Girls team are training every Saturday

13.7. Scole Parish Hub (DW, JW)

- Application has been made to Adnams, should hear in October, meanwhile undertaking some fund raising activities.

14. To report any incidents of overflow, spillage and discharge into the river during the month:

- None.

15. To consider any training requirements for Councillors:

None

16. To receive and discuss items from Parish Councillors:

Cllr D Ward – has heard rumours that the school is going to close, Cllr Jones this is not true, the policy is to support local village schools.

Cllr Brooks – Changed SAM by the School, several LED's missing. **Clerk to speak to Westcotec re servicing.**

Cllr Blakesley –

- Water leak on Ransome Avenue
- Road repair at top of Ransome Avenue close to Norwich Road is inadequate. **Clerk to report to Highways.**

Cllr Mann – The hedge trimmer is back on the tractor, if anything needs cutting back let him know.

17. To receive items for the next Agenda:

Any other items for the next Agenda please contact the Clerk.
Add to next agenda – To list all outstanding Highways issues.

18. Next meeting of the Parish Council is on Monday 28 October 2024 at 19:00

Meeting closed at: 20:42

APPENDIX A

Scole Parish Council PAYMENTS & RECEIPTS LIST

23 September 2024 (2024-2025)

| Vouche | Code | Date | Minute | Bank | Cheque No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|--------------------------------|------------|--------|--------------------|------------|-------------------------------|---------------------------|----------|-----------------|------------------|------------------|
| 3 | Poppy Wreath | 06/08/2024 | 12.1 | Barclays Community | | Receipt - 5137 | Scole Community Centre (£ | E | 22.10 | | 22.10 |
| | | | | | | | | | | | 22.10 |
| 4 | Interest | 06/09/2024 | 12.1 | Barclays Saver | | Receipt - Bank Interest | Barclays Bank | E | 114.42 | | 114.42 |
| | | | | | | | | | | | 114.42 |
| 5 | Precept | 18/09/2024 | 12.1 | Barclays Community | EBC0042016 | Receipt - Precept | South Norfolk Council | E | 14,022.00 | | 14,022.00 |
| | | | | | | | | | | | 14,022.00 |
| 32 | Grass Cutting | 30/08/2024 | 12.1 | Barclays Community | | Payment - Grass Cutting | C & G Trenching | Z | -316.00 | | -316.00 |
| | | | | | | | | | | | -316.00 |
| 33 | Expenses | 30/08/2024 | 12.1 | Barclays Community | | Payment - Salary & Expenses | Sara Campbell | E | -7.20 | | -7.20 |
| 33 | Clerk's Salary | 30/08/2024 | 12.1 | Barclays Community | | Payment - Salary & Expenses | Sara Campbell | E | -614.25 | | -614.25 |
| 33 | General Parish Maintenance | 30/08/2024 | 12.1 | Barclays Community | | Payment - Salary & Expenses | Sara Campbell | S | -416.66 | -83.33 | -499.99 |
| | | | | | | | | | | | -1,121.44 |
| 34 | NPower | 19/08/2024 | 12.1 | Barclays Community | | Payment - Electricity | NPower Business Solutions | L | -302.63 | -15.13 | -317.76 |
| | | | | | | | | | | | -317.76 |
| 35 | NPower | 18/09/2024 | 12.1 | Barclays Community | | Payment - Electricity | NPower Business Solutions | L | -306.60 | -15.33 | -321.93 |
| | | | | | | | | | | | -321.93 |
| 36 | Clerk's Salary | 23/09/2024 | 12.1 | Barclays Community | | Payment - Salary & Expenses | Sara Campbell | E | -614.25 | | -614.25 |
| | | | | | | | | | | | -614.25 |
| 37 | Grass Cutting | 23/09/2024 | 12.1 | Barclays Community | | Payment - Grass Cutting | C & G Trenching | Z | -316.66 | | -316.66 |
| | | | | | | | | | | | -316.66 |
| 38 | General Parish Maintenance | 23/09/2024 | 12.1 | Barclays Community | | Payment - Village Maintenance | Christopher Brooks | S | -39.22 | -7.84 | -47.06 |
| | | | | | | | | | | | -47.06 |
| 39 | Dog Bin Maintenance | 23/09/2024 | 12.1 | Barclays Community | | Payment - Village Maintenance | South Norfolk Council | S | -1,215.00 | -243.00 | -1,458.00 |
| | | | | | | | | | | | -1,458.00 |
| 40 | Streetlight Non-contracted Rep | 23/09/2024 | 12.1 | Barclays Community | | Payment - Streetlight | Cozens | S | -3,475.00 | -695.00 | -4,170.00 |
| | | | | | | | | | | | -4,170.00 |
| 41 | Streetlight Maintenance Contra | 23/09/2024 | 12.1 | Barclays Community | | Payment - Village Maintenance | Cozens | S | -55.00 | -11.00 | -66.00 |
| | | | | | | | | | | | -66.00 |
| 42 | Streetlight Maintenance Contra | 23/09/2024 | 12.1 | Barclays Community | | Payment - Village Maintenance | Cozens | S | -55.00 | -11.00 | -66.00 |
| | | | | | | | | | | | -66.00 |
| 43 | SLCC | 23/09/2024 | 12.1 | Barclays Community | | Payment - SLCC Subscription | SLCC | E | -154.00 | | -154.00 |
| | | | | | | | | | | | -154.00 |
| 44 | External Audit | 23/09/2024 | 12.1 | Barclays Community | | Payment - Audit | PKF Littlejohn LLP | S | -210.00 | -42.00 | -252.00 |
| | | | | | | | | | | | -252.00 |
| Total | | | | | | | | | 6,061.05 | -1,123.63 | 4,937.42 |

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