

# SCOLE PARISH COUNCIL

**MINUTES** of the virtual Parish Council meeting held on Monday 28 September 2020 at 7.00 pm via Zoom

**Councillors Present:** Cllr G Moore (Chair), Cllr C Blakesley, Cllr C Brooks, Cllr R Buckenham, Cllr P Jones, Cllr L Trevail (via phone) and Cllr J Ward

**In attendance:** Sara Campbell (Clerk), District Cllr Hudson and 2 members of the public

For the benefit of the public attending the meeting, all votes taken were by both a show of hands and a verbal response from each individual councillor.

- 1. To consider accepting apologies for absence:**  
Apologies received and accepted from Cllr G Fisher and Cllr Lady Mann.
- 2. To approve the minutes of the Parish Council Meeting held on 27 July, 2020:**  
The minutes of the Parish Council Meeting held on 27 July 2020 (pages 1-5 of 5) previously circulated to all members, were proposed by Cllr Ward, seconded Cllr Jones and unanimously agreed.
- 3. To record declarations of interest from members in any item to be discussed:**  
None.
- 4. To receive questions or comments from the parishioners:**  
None
- 5. To receive the reports from the District & County Councillors:**  
District Cllr Hudson gave an update on Covid 19, more testing is being carried out in the District. Abide to the "rule of six". The leisure centre in Diss has re-opened.

There is a scheme for installing Solar Panels for more information go to [www.solartogether.co.uk/south-norfolk](http://www.solartogether.co.uk/south-norfolk)

South Norfolk Council are organising their popular EAMA 10K run to raise money for Cancer Research. For more information visit [www.south-norfolk.gov.uk/eama-10k](http://www.south-norfolk.gov.uk/eama-10k)

- 6. To receive the Clerks Report:**  
The Clerk brought to the attention of the Council an email received from Pauline James the Council's Internal Auditor who is giving up auditing. The Council will have to appoint a new auditor for 2020/21.

An email received from a member of the public regarding the dog bin in Billingford – Councillor Moore will investigate.

An email received from a member of the public regarding the dog bin on Bungay Road which has fallen down. Cllr Brooks has already fixed.

**7. To receive an update on the land at Norwich Road for the Village Hall:**

An email has been received from the Builders T M Browne Ltd, who are intending to commence work on the site week commencing 28 September, 2020.

An application has been made to temporarily close the footpath.

**8. To consider the terms of the legal working agreement between the Parish Council and the new Scole Parish Hub Charitable Incorporated Organisation (CIO):**

The land that the new Scole Parish Hub will be built on will belong to the Parish Council. The Parish Council will agree to give the Scole Parish Hub charity a lease on the land.

Clerk to arrange a meeting for the Scole Parish Hub working group which will consist of Cllr Moore & Cllr Jones representing the Parish Council and Mrs C Moore and Mr J Ward as representatives of the Scole Parish Hub Committee.

Cllr Moore to find the name of the Solicitor used by Brockdish recently.

**9. To receive an update on the cycle path from Scole to Diss alongside A1066:**

Cllr Jones has met with Thelveton Estates and they are prepared to lease the land to the Parish Council.

Cllr Jones has been given the contact details for Kevin Townley – Asset and Capital Programme Manager responsible for the Wymondham to Hethersett cycle path, the cost of installing this scheme was 1.1 million.

To undertake a feasibility study will cost in the region of £25 - £30 K and for the scheme design a further £150 K

County Cllr M Wilby is confident that in the future there will be significant money available specifically for cycle paths.

Cllr Jones feels this is at least a 5 year project but realistically nearer 10 years.

Phase I – Frenze Bridge to Dark Lane.

Cllr Jones to contact Thelveton Estates to agree 99 year Lease

Create a Permissive Path to be cut diagonally across to Diss Business Centre from halfway down Dark Lane.

Phase II – Make a walkway Scole to Diss, apply for deviation to existing footpath Flax Farm to Frenze Bridge to run along the roadside. Only landowners can apply for a deviation.

**10. To review, discuss and agree items for the Diss & District Neighbourhood Plan:**

**10.1. Terms of Reference:**

The revised Terms of Reference were considered by the Council and it agreed to adopt. Proposed by Cllr Blakesley seconded Cllr Brooks and unanimously agreed.

**11. To consider the report from Bidwells regarding the allocation of housing on the land south of Bungay Road (GNLP0527) instead of Rose Farm (GNLP0338R):**

This land has been considered at previous meetings and refused based on drainage, flood risk and access. Both Norfolk County Council Highways and Suffolk Norfolk Council have rejected previously, and AECOM consider it an unsuitable site. Councillors discussed if this site would be more suitable than Rose Farm. Cllr Moore proposed that Rose Farm is the better site, seconded Cllr Blakesley and unanimously agreed.

**12. PLANNING**

**12.1. To Comment on and Approve/Refuse any Current planning applications:**

**2020/1276**

**Location:** Endlebury Bungay Road Scole Norfolk IP21 4DX

**Proposal:** Conversion of existing garage to annexe

**Parish Council Decision:** No comments

**2020/1696**

**Location:** Land East of Low Road Scole Norfolk

**Proposal:** New Dwelling

**Parish Council Decision:** Councils comments – concerns over access as it is a narrow small road and drainage is poor, there is a drain running in front of property.

**Cllr Trevail left the meeting (8.30 pm)**

**13. FINANCE**

**13.1. To approve payments (C):**

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
D/D	E-on	Electricity - August 2020	211.95	10.09	
D/D	E-on	Electricity – Sept 2020	211.95	10.09	
Online	Sara Campbell	Salary August inc Back Pay	585.05		
Online	Sara Campbell	Salary September	528.89		
Online	C & G Trenching	Grass Cutting	350.00		
Online	C & G Trenching	Grass Cutting	350.00		
Online	Steeles Law	Legal Fees - Norwich Road	723.00		
Online	Thelveton PCC	Churchyard Maintenance	150.00		
Online	Scole PCC	Churchyard Maintenance	175.00		
Online	Westcotec	Street Light Maintenance	275.89	45.98	

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
Online	Chris Brooks	Litter Picking Expenses & Fuel for mowers	105.59		
Online	Mrs C R Moore	Poppy Wreaths	290.00		
		<b>TOTAL £</b>	<b>3,957.32</b>	<b>66.16</b>	

### 13.2. Receipts (B):

Date	Account	Received From	Amount
28/9/20	Community	Precept	12,257.50
		<b>TOTAL £</b>	<b>12,257.50</b>

### 13.3. To receive the Responsible Finance Officer's Report:

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) <b>A</b>	16,630.92		
Receipts this month (Community Account) (listed above): <b>B</b>	12,257.50		
Payments this month (listed above): <b>C</b>		3,957.32	
Cash Book Balance Carried Forward (=A+B-C) <b>Community Account Balance</b>			<b>24,931.10</b>
<b>Business Saver Account</b> Opening Balance 1/4/20 - £4,627.71			<b>4,628.95</b>
<b>Cash in Bank</b>			<b>29,560.05</b>
<b>Allocated Funds (Listed Below)</b>			<b>17,792.04</b>
<b>Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND</b>			<b>£11,768.01</b>

### 13.4. Allocated Funds for 2020/21:

Details	Balance 1/4/20	CR/(DR)	Balance 1/4/20
Proposed Village Hall Site (Legal Fees, Ground Work)	<b>4,000.00</b>		<b>4,000.00</b>
Street Lights	<b>2,983.68</b>		<b>2,983.68</b>
Contingency Fund	<b>9,466.82</b>		<b>9,466.82</b>
CIL	<b>1,341.54</b>		<b>1,341.54</b>
Neighbourhood Plan (paid 22/6/20)	<b>1,000.00</b>	<b>-1,000.00</b>	<b>0.00</b>

	<b>TOTAL £</b>	<b>18,792.04</b>	<b>17,792.04</b>

Proposed Cllr Blakesley, seconded Cllr Brooks and unanimously agreed.

**14. To receive and discuss items from Parish Councillors':**

**Cllr Brooks** – Campsite sign rotten. Karen Close pavement in bad state of repair opposite Beech Close – Clerk to report to Highways.

**Cllr Jones** – Robinson Road sign still missing.

**Cllr Moore** – Streetlights at Waterloo, clocks seem to be incorrect. Billingford Upper Street sign hit by a truck.

**15. To receive an update on correspondence received:**

The correspondence list was circulated to all Councillors' if any Councillor would like a copy of any correspondence please contact the clerk.

**16. To receive items for the next Agenda:**

Any other items for the next Agenda please contact the Clerk.

**17. To agree the proposed time and date of the next Parish Council meeting on Monday, 26 October 2020 – venue to be agreed:**

**Meeting adjourned at: 8.54 pm.**