

# SCOLE PARISH COUNCIL

**DRAFT MINUTES** of the Parish Council meeting held on Monday 28 February 2021 at 7.00 pm at Scole Community Centre, Ransome Avenue, Scole.

**Councillors Present:** Cllr G Moore (Chair), Cllr C Blakesley, Cllr J Brewer, Cllr R Buckenham, Cllr P Jones, Cllr Lady R Mann, Cllr L Trevail and Cllr J Ward

**In attendance:** Sara Campbell (Clerk), 6 members of the public

- 1. To consider accepting apologies for absence:**  
Apologies for absence were received and approved from Cllr C Brooks
- 2. To approve the minutes of the Parish Council Meeting held on 24 January, 2021:**  
Cllr Trevail raised that he had specifically asked for the word “provisionally” to be used when discussing the lease in the minutes of 24 January 2022, following this discussion, the minutes of the Parish Council Meeting held on 24 January 2021 (pages 1-5 of 5) previously circulated to all members, were proposed for approval by Cllr Blakesley, seconded Cllr Jones and unanimously agreed.
- 3. To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**  
Cllr Lady Mann – Neighbourhood Plan  
Cllr Blakesley – C & G Trenching, Scole Community Centre  
Cllr Ward – Scole Parish Hub
- 4. To receive questions or comments from the parishioners:**  
None.
- 5. To receive the reports from the District & County Councillors:**  
The Clerk read the report received from the County Councillor Wilby.
- 6. To receive the Clerks Report:**  
The Clerk brought to the attention of the Council:-
  - The ongoing problems with the Openreach inspection well in the pocket park, despite two emergency calls the concrete lids have still not been replaced. **Cllr Moore will raise with his contact.**
  - An email from South Norfolk Council regarding an available grant for the Queens Jubilee celebrations. **Add to the Agenda for the next meeting.**
- 7. To receive an update on the progress of the Scole Parish Hub:**  
The plans submitted to South Norfolk District Council are awaiting approval
  - 7.1. To receive an update on the Agreement for Lease and Lease**  
The Clerk is waiting for the documents from Wellers Hedley.

**8. To receive an update on the purchase of a Scole Village Noticeboard:**  
**Clerk** ordered awaiting delivery.

**9. To appoint the Trustees for the Scole Community Centre:**

The following were appointed Trustees to Scole Community Centre:

- Clive Blakesley - Chairman
- Kelly Day - Vice-Chair
- Ben Cousins – Treasurer
- Christian Partridge - Secretary
- June Foreman
- Steve Bartrum

The re-appointment of the Trustees was proposed by Cllr Buckenham, seconded Cllr Ward and unanimously agreed.

Cllr Blakesley proposed that Peter Jones joined the Trustees, seconded Cllr Ward, unanimously agreed. Cllr Jones did not vote.

**10. PLANNING**

**10.1. To Comment on and Recommend/Object any Current planning applications:**

None.

**10.2. To receive an update on any previous planning applications:**

The Clerk updated the Council on the list of current planning enforcements in the parish.

**11. FINANCE**

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

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
Online	Sara Campbell	Salary & Expenses	528.89		
D/D	Npower	Street Light Electricity	442.44	73.74	
28/2/22	Filcris Ltd	Canoe Launch S106	2,368.14	394.69	
28/2/22	NBB Recycled Furniture	Picnic Bench – outdoor classroom S106	918.00	153.00	
28/2/22	Norfolk PTS	Planning Training – Cllr Jones	44.00		
		<b>TOTAL £</b>	<b>4,301.47</b>	<b>621.43</b>	

Proposed Cllr x, seconded Cllr x and unanimously agreed.

**11.2. Receipts (B):**

Date	Account	Received From	Amount
BACS	Community	Saffron Housing – Grass Cutting	1,995.12
	Community	South Norfolk – S106 Canoe Launch	1,973.45
<b>Community Acct TOTAL £</b>			<b>3,968.57</b>

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

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) <b>A</b>	19,372.79		
Receipts this month (Community Account) (listed above): <b>B</b>	3,968.57		
Payments this month (listed above): <b>C</b>		4,301.47	
Cash Book Balance Carried Forward (=A+B-C) <b>Community Account Balance</b>			<b>19,039.89</b>
<b>Business Saver Account</b> Opening Balance 1/4/20 - £4,629.83			<b>4,630.19</b>
<b>Cash in Bank</b>			<b>23,670.08</b>
<b>Allocated Funds (Listed Below)</b>			<b>16,535.43</b>
<b>Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND</b>			<b>£7,134.65</b>

### 11.4. Allocated funds for the financial year commencing 1-4-21:

Details	Balance 1/4/21	CR/(DR)	Balance
Proposed Village Hall Site (Lease)	<b>1,397.00</b>		<b>1,397.00</b>
Street Lights	<b>1,478.68</b>		<b>1,478.68</b>
Contingency Fund	<b>11,287.82</b>		<b>11,287.82</b>
CIL	<b>1,341.54</b>		
28/4/21		<b>+5,030.39</b>	
Donation to Scole Parish Hub 28/6/21		<b>-5,000.00</b>	<b>1,371.93</b>
Neighbourhood Plan			<b>0.00</b>
Cycle Path	<b>1,000.00</b>		<b>1,000.00</b>
<b>TOTAL £</b>	<b>16,505.04</b>		<b>16,535.43</b>

## 12. To appoint Robin Goreham as Internal Auditor for 2021-2022

It was unanimously agreed to appoint Robin Goreham as the Internal Auditor for the Parish Council for the financial year 2021-2022.

**13. To consider any training requirements for Councillors':**

Cllr Buckenham can attend the Induction Training for Councillors on 17 & 24 March, 2022.

Cllr Brewer can attend the Induction Training for Councillors on 25 & 26 April, 2022.

**Clerk to book the dates and confirm.**

**14. To receive reports from Working Groups:**

**14.1. Employment Working Group (PJ, CAB, LT) –** Clerk to return her Appraisal Form

**14.2. Internal Control (GM, RB, PJ) –** nothing to update.

**14.3. Cycle Path Group (PJ, CB, LT) - Cllr Jones** to chase a response from Mathew Hayward regarding funding for planning for cycle path.

**14.4. Diss & District Neighbourhood Plan (DDNP) (GM, Corinne Moore, Dola Ward) –** Government agency currently assessing new sites. The flooding policy, new sites allocations will go to a web-based consultation.

**14.5. Scole Nature Trails Trust Group (PJ, CB, LT)**

- The fruit trees have been received and are planted.
- The new noticeboard was purchased using a grant from Adnams.
- The picnic table for the classroom has been delivered and installed.
- Waiting for Jordan Dunning to come to undertake the tree work.

**14.6. Community Centre (CAB)**

- Waiting for the zip-wire to be installed.
- Plans are being drawn up for the improvements to the hall, changing rooms and the 3G pitch.

**15. To receive and discuss items from Parish Councillors:**

**Cllr Moore** – Request from Cllr Brooks for the Council to consider a wayleave policy – **Clerk to investigate**

There are rumours that the Scole Inn is planning a change of use from a Coaching Inn to a Drug Rehabilitation Centre, no details on the SNDC Planning Portal currently.

**Cllr Blakesley** – hole in the road caused by the sweeper.

**Cllr Jones** – Could the \$106 for green spaces be used for a camera to protect the pocket park? Cllr Blakesley suggest solar powered cameras.

It would be nice to have a Christmas Tree in the centre of the village by the war memorial, **Clerk to investigate power supply for Christmas lights.**

**16. 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.

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

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

18. To agree the proposed time and date of the next Parish Council meeting on Monday 28 March 2022 at 7.00 pm.

Meeting closed at: 8.40 pm.

DRAFT