

# SCOLE PARISH COUNCIL

**DRAFT MINUTES** of the Parish Council meeting held on Tuesday 3 May 2022 at 7.00 pm at Scole Community Centre, Ransome Avenue, Scole.

**Councillors Present:** Cllr G Moore (Chair), Cllr C Blakesley, Cllr C Brooks, Cllr R Buckenham, Cllr P Jones, Cllr Lady R Mann, Cllr T McEwan and Cllr J Ward

**In attendance:** Sara Campbell (Clerk), County Cllr M Wilby, and 3 members of the public

- 1. To consider accepting apologies for absence:**  
Apologies for absence were received and approved from Cllr L Trevail and Cllr J Brewer
- 2. To the minutes of the Parish Council Meeting held on 28 March, 2022:**  
The minutes of the Parish Council Meeting held on 28 March 2022 (pages 1-6 of 6) previously circulated to all members, were proposed for approval by Cllr Blakesley seconded Cllr Buckenham 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  
Cllr Jones – Scole Community Centre
- 4. To receive questions or comments from the parishioners:**  
One member of the public raised the disappointment in planners allowing 6 properties on a development site rather than 9, this will lead to a lack of cohesion at the development.
- 5. To receive the reports from the District & County Councillors:**  
County Councillor Wilby updated the Council on:
  - **Electric Buses** - Norfolk County Council has secured £3.2m to support the replacement of 15 of First's single decker buses with electric single decker buses.
  - A **Reuse Shop** - where people can pick up items saved from the tip – has opened at the new Norwich South recycling centre at Harford Park and Ride site. A percentage of the takings is given to a chosen charity, this year it is the Big C.
  - **Norfolk Swift Response** - Provides a 24-hour, 365 day a year service which offers help, support and reassurance if a person has an urgent, unplanned need at home but doesn't need one of the Emergency Services. The service is free for people living in Norfolk and aged 18 or over. Visit <https://www.norfolk.gov.uk/care-support-and-health/start-with-social-care/urgent-help/get-urgent-help-at-home-norfolk-swift-response-team>

**6. To receive the Clerks Report:**

The Clerk brought to the attention of the Council:-

- An urgent decision was made to deal with a dangerous tree at Lot 3. The company dealing with the cracked tree realised that the tree supporting it was dangerous. The cost of this will be taken from the Contingency Fund.
- An email from Stuart Pontin at South Norfolk Council regarding the Nutrient Neutrality advice from Natural England affecting local development.
- An email from a resident regarding the placement of a historical plaque being placed on the south side of the Scole Bridge. This will be added to the next Agenda for approval.

**7. To receive an update on the progress of the Scole Parish Hub:**

The Hub project has been put onto the Greater Norwich Infrastructure Plan (GNIP) it is hoped that this will help with capital funding.

The Hub committee has asked the Parish Council to fence the land as soon as the developers leave. Cllr Moore will speak to a Surveyor who can mark out the site.

**7.1. To receive an update on the Agreement for Lease and Lease**

The Agreement for Lease was received today at 4.30 pm from Wellers Hedley, the Chairman will call an Extraordinary meeting on 16 May 2022 to discuss and approve.

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

**9. PLANNING**

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

**2022/0610**

**Applicant:** Mr John Spencer

**Location:** Belmont Grange Bungay Road Scole Norfolk IP21 4HG

**Proposal:** Proposed "in ground" swimming pool

**Application Type:** Householder

**Comment: Object –** No comment.

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

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

**10. FINANCE**

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

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
03/05/2022	Npower	Street Light Electricity (Jan)	1.25	0.21	
03/05/2022	Npower	Street Light Electricity (Feb)	327.01	15.57	
03/05/2022	Npower	Street Light Electricity (Mar)	343.72	16.37	
03/05/2022	Sara Campbell	Salary	536.25		
03/05/2022	C & G Trenching	Grass Cutting	1,700.00		
03/05/2022	Chris Brooks	Expenses	94.50		
03/05/2022	Chris Brooks	Expenses	25.21		
03/05/2022	Dayburst	Delivery Neighbourhood Plan	100.00		
03/05/2022	Norfolk PTS	Subscription renewal	247.45		
03/05/2022	Post Horn	S137 Donation (2021/2 & 2022/3)	800.00		
		<b>TOTAL £</b>	<b>4,175.39</b>	<b>32.15</b>	

Proposed Cllr X, seconded Cllr X and unanimously agreed.

### 10.2. Receipts (B):

Date	Account	Received From	Amount
BACS	Community	SNC - CIL	15,091.16
	Community	SNC Precept	12,372.50
		<b>Community Acct TOTAL £</b>	<b>27,463.66</b>

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

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) <b>A</b>	<b>15,307.83</b>		
Receipts this month (Community Account) (listed above): <b>B</b>	27,463.66		
Payments this month (listed above): <b>C</b>		4,175.39	
Cash Book Balance Carried Forward (=A+B-C) <b>Community Account Balance</b>			<b>38,596.10</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>43,226.29</b>
Allocated Funds (Listed Below)			<b>33,958.57</b>
<b>Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND</b>			<b>£9,267.72</b>

### 10.4. Allocated funds for the financial year commencing 1-4-22:

Details	Opening Balance 1/4/22	CR/DR	Balance
Proposed Village Hall Site (Lease)	1,897.00		1,897.00
Street Lights	1,478.68		1,478.68
Contingency Fund	12,979.80		12,979.80
CIL Payment receive 20/4/22	1,371.93	15,091.16	16,463.09
Neighbourhood Plan	0.00		0.00
Cycle Path	1,000.00		1,000.00
Post Horn Payment made 3/5/22	400.00	-400.00	0.00
Room Hire	140.00		140.00
Electricity Payment made 3/5/22	670.73	-670.73	0.00
<b>TOTAL £</b>	<b>19,938.14</b>		<b>33,958.57</b>

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

Cllr McEwan attended the Induction Training for Councillors in place of Cllr Brewer. **Clerk to liaise with Cllr Brewer to rearrange training.**

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

**12.1. Employment Working Group (PJ, CAB, LT)** – Clerk's Appraisal has been completed.

**12.2. Internal Control (GM, RB, PJ)** – need to arrange date once final figures have been prepared.

**12.3. Cycle Path Group (PJ, CB, LT)** - **Cllr Jones** has received an email from Mathew Hayward at Norfolk County Council will advise when funding available.

**12.4. Diss & District Neighbourhood Plan (DDNP) (GM, Corinne Moore, Dola Ward)**

- The cycle path has been added to the Greater Norwich Infrastructure Plan (GNIP).
- The Greater Norwich Local Plan (GNLP) has been affected by the Nutrient Neutrality advice, currently the development of 5,000 houses is on hold which impacts on the delivery of the number of new properties required by the plan.

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

- Willow down by the bridge in the Pocket Park is home to lots of water voles.
- The telecoms inspection chambers covers are in the river, still waiting for British Telecom to put in new frames and covers.
- CCTV camera is required for the Pocket Park, add to the Agenda for approval at the next meeting. **Cllr Brooks to get quotation to the Clerk.**

## 12.6. Community Centre (CAB)

- Met with architect and is hoping to approve quote at the next meeting. Drawings for changes to the hall, 3G pitch and flood lights. Still waiting to hear about the additional land.

## 13. To receive and discuss items from Parish Councillors:

**Cllr Buckenham** – road has dropped at St Andrews/St Leonards junction –  
**Clerk to report to Highways**

**Cllr Ward** – Angles way the ditches are difficult to cross – **Clerk to report.**

**Cllr Blakesley** – trees on Reeve Close and roundabout need pollarding.

**Clerk to confirm if this is a Parish Council responsibility or Saffron Housing**

Bunting has been purchased for the Jubilee and will go up on 21<sup>st</sup> May 2022.

**Cllr Brooks** – Sunken pavement on Bridge Road.

**Cllr Jones** – Bridges on Angles Way across Frenze Beck to be replaces.

Surface at Bungay Road junction needs replacing. **Clerk to report to Highways.**

Christmas Tree by War Memorial, **Clerk to investigate electricity source.**

**Cllr McEwan** – lights out in the parish. Outside 29, Bungay Road, lamp 1, lamp 18, lamp 16 and outside 3 the terrace. Clerk to report to Westcotec or Amey for NCC streetlights.

**Cllr Moore** – Still working with Westcotec to resolve issues with light on New Road/Norwich Road junction.

## 14. 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.

## 15. To receive items for the next Agenda:

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

## 16. To agree the proposed time and date of the Extraordinary Parish Council meeting on Monday 16 May 2022 at 7.00 pm.

**Annual Parish Meeting & Annual Parish Council Meeting on Monday 30 May 2022 at 7.00 pm.**

**Meeting closed at: 21:05 pm.**