

SCOLE PARISH COUNCIL

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

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

In attendance: Sara Campbell (Clerk), 1 members of the public.

1. **To consider accepting apologies for absence:**
Apologies were received and approved from Cllr Brooks.
2. **To co-opt Mr J Brewer as a member of the Scole Parish Council:** Mr Brewer gave a 2 minute presentation to the council on why he would like to become a councillor. Councillors voted unanimously to co-op Mr Brewer to the Parish Council. Mr Brewer signed the Declaration of Acceptance Office and joined the meeting.
3. **To approve the minutes of the Parish Council Meeting held on 24 May, 2021:**
The minutes of the Parish Council Meeting held on 24 May 2021 (pages 1-6 of 6) previously circulated to all members, were proposed for approval by Cllr Blakesley , seconded Cllr Jones and unanimously agreed.
4. **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 – Scole Community Centre
Cllr Ward – Scole Parish Hub
Cllr Jones, Cllr Brooks and Cllr Trevail – Scole Nature Trails Trust
5. **To receive questions or comments from the parishioners:**
One member of the public asked if the Council would make a donation towards the purchase of a second Scole village defibrillator to be situated in the village centre. This will be added to the Agenda for the next meeting for approval.
6. **To receive the reports from the District & County Councillors:**
District Councillor Clayton Hudson:
County Councillor Wilby was unable to attend, the Clerk read his report.
7. **To receive the Clerks Report:**
 - The Clerk has received an email from the current organiser of the poppy wreaths for laying at the annual remembrance service, who is resigning and no-one wishes to take over. Add to Agenda for next meeting.
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8. **To receive an update on the areas for the Wildflower Verge campaign:**

Cllr Trevail raised concerns over the planting of the wildflower verges. Cllr Blakesley suggested a member of the Parish who is very keen on wildflowers, who could offer advice, he will contact him and invite to the next meeting.

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

Meeting arranged with Architects to consider full plans, looking to break into phases to assist with funding. Would like access to site to undertake some landscaping in the near future.

9.1. To receive an update on the proposed lease

Waiting for response from Wellers Hedley.

10. **To consider the use of the S106 money to provide a zip-wire and a youth shelter at the Community Centre.**

Cllr Blakesley proposed to the council the use of S106 money to provide a zip wire at the Scole Community Centre and Playing Fields, current estimate is £9,000 - £12,000, Cllr Brewer seconded and the Council unanimously agreed. Cllr Blakesley to get two quotes and the Clerk will contact Gary Howard at South Norfolk District Council (SNC).

11. **To receive an update on the use of S106 money for the purchase of a recycled plastic bench for the outdoor classroom and a fishing/canoe launch platform in the Pocket Park:**

The Clerk has details of the proposed octagonal table and canoe launch to forward to Gary Howard at SNC.

12. **To approve the repair of two wooden benches in the Parish:**

Cllr Blakesley has asked for a quote for the work.

13. **To approve the replacement of the "Scole Village" Noticeboard**

Councillors discussed replacing both Scole & Thelveton noticeboards. Scole require a double and Thelveton a single. The Clerk is to find our costs of replacing with hardwood noticeboards.

14. **PLANNING**

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

Applications 2021/1309, 2021/1306 and 2021/1200

Were received after the publication of the Agenda, but at these were non contentious applications the Council agreed to respond with - No comment

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

None

15. **To consider the response by the Parish Council to the South Norfolk Village Clusters Housing Allocations Plan - Regulation 18 Consultation**

The Diss & District Neighbourhood Plan will be responding.

16. **FINANCE**

16.1.To approve payments (C):

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
D/D	E-on	Electricity June 2021	211.95	10.09	
Online	Sara Campbell	Salary & Expenses	528.89		
Online	PWLB	Loan Repayment	970.12		
Online	Westcotec	Lighting Maintenance	275.89	45.98	
Online	ABS Home Improvements	Community Centre Doors	3,000.00	500.00	
Online	C & G Trenching	Grass Cutting	442.84		
Online	Robin Goreham	Internal Audit 2020/21	75.00		
Online	Scole Parish Hub	Donation	5,000.00		
Online	Christopher Brooks	Petrol Expenses	19.71		
TOTAL £			10,542.40	556.07	

Proposed Cllr Buckenham seconded Cllr Jones and unanimously agreed.

16.2. Receipts (B):

Date	Account	Received From	Amount
7/6/21	Community	NCC Grass Cutting	4,517.53
TOTAL £			4,517.53

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

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) A	25,237.97		
Receipts this month (Community Account) (listed above): B	4,517.53		
Payments this month (listed above): C		10,542.40	
Cash Book Balance Carried Forward (=A+B-C) Community Account Balance			19,231.10
Business Saver Account Opening Balance 1/4/20 - £4,629.83			4,629.83
Cash in Bank			23,860.93
Allocated Funds (Listed Below)			16,535.43
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND			£7,325.50

16.4. Approve allocated funds for the financial year commencing 1-4-21:

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

17. To review the Annual Governance and Accountability Return (AGAR) 2020/21 Part 3:

17.1. Approve and Sign Section 1 – Annual Governance Statement 2020/21:

The Clerk read the Governance Statements 1-8 in Section 1 – Page 4 of 6 of the AGAR, the Council responded YES to each statement and confirmed the statement relating to the Council being a Sole Managing Trustee was not applicable. The Clerk and the Chair duly signed the statement.

17.2. Approve and Sign Section 2 – Accounting Statements 2020/21:

The Clerk read and explained the figures in the Accounting Statements 2020/21 in Section 2 – Page 5 of 6 of the AGAR – The Chair signed to approve the Accounting Statements.

18. To consider any training requirements for Councillors':

The list of training courses offered by Norfolk Parish Training & Support has been circulated to all Councillors, Cllr Brewer, Cllr Ward & Cllr Buckenham need to complete an Induction Course.

19. To receive reports from Working Groups:

19.1. Employment Working Group (PJ, CAB, LT) – Nothing to report

19.2. Internal Control (GM, RB, PJ) – The Internal Control Audit has been undertaken and no discrepancies found.

19.3. Cycle Path Group (PJ, CB, LT) The Permissive Path signs need to be purchased (PJ) and the grass to show path cut (CB)

19.4. Diss & District Neighbourhood Plan (GM, Corinne Moore, Dola Ward) The Regulation 14 Consultation is open – closing date is 18 August 2021. Councillors had lengthy discussion regarding the number of houses on the proposed allocated sites for Scole. Two new sites have been added following SNC call for sites winter 2020. These are 266 houses on Bungay Road, and 166 houses on Norwich Road. These are in addition to the approx. 50 houses already planned.

Cllr Jones proposed that Cllr Moore, as a Neighbourhood Plan representative, negotiates to reduce the numbers of houses and consider the Norwich Road site giving access to the land to the rear of Flowerdew Meadow as opposed to through the existing development, any decisions must be made by the Parish Council. Seconded Cllr Ward and unanimously agreed. Cllr Lady Mann did not vote.

Cllr Lady Mann left the meeting @ 9.30 pm

19.5. Scole Nature Trails Trust Group (PJ, CB, LT) – request for the donation from the Parish Council for litter picking to be paid at the July meeting.

19.6. Community Centre (CAB) – New doors have been fitted.

20. **To receive and discuss items from Parish Councillors:**
Light No. 30 on Norwich Road on all the time – **Clerk to report**
Broken fence post at entrance to Dragon Park – **Clerk to report to Suffolk County Council.**
21. **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.
22. **To receive items for the next Agenda:**
Any other items for the next Agenda please contact the Clerk.
23. **To agree the proposed time and date of the next Parish Council meeting on Monday, 26th July, 2021 at 7.00 pm.**

Meeting adjourned at: 21:47 pm.