



# SCOLE PARISH COUNCIL

**MINUTES** of the Parish Council Meeting held Monday 16<sup>th</sup> September 2019 at Scole Community Centre, Ransome Avenue, Scole

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

**In attendance:** 9 members of the public and the Parish Clerk

MINUTES	ACTION
<p>1. <b>Apologies accepted from:</b> Cllr G Fisher. Apologies for absence were received from County Cllr M Wilby and District Cllr C Hudson.</p>	
<p>2. <b>To approve the minutes of the Parish Council meeting held on 23 July 2019:</b> The minutes of the meeting (pages 1130 – 1134) on 23 July, 2019 previously circulated to all members, were proposed by Cllr P Jones , seconded Cllr J Ward and unanimously agreed and signed by the Chair.</p>	
<p>3. <b>To record declarations of interest from members in any item to be discussed</b> – None</p>	
<p>4. <b>Adjourn the meeting to public participation:</b> the meeting was adjourned at 7.37 pm</p>	
<p>4.1. <b>Parishioners’ Questions or Comments:</b></p> <ul style="list-style-type: none"> <li>• Martin Last from Last &amp; Tricker Partnership, Architectual &amp; Interior Designers was in attendance acting on behalf of the landowner of land to the east of Flowerdew Meadow proposed for development. He has had a pre-application response from South Norfolk which is positive. Access will be via Orbit Housing – NCC currently have a ransom strip at the access to the new site. Flowerdew Meadow residents’ Concerns: <ul style="list-style-type: none"> <li>○ Driveway too small to cope with an increase of vehicles</li> <li>○ Flowerdew Meadow road is not wide enough for two vehicles to pass</li> <li>○ Concerns were raised regarding Footpath 26 which runs on the boundary of the site.</li> </ul> Cllr Moore addressed the Councils concerns which focussed on the volume of houses planned for the site which had increased from 15 initially to 35 proposed by the last developers. </li> <li>• A Billingford parishioner thanked the Council for the new Billingford Noticeboard and requested some more magnets to hold the papers on the board – Clerk to arrange. Hedge at Barn is so overgrown that it is necessary to step into the road to see if any traffic is coming from Harleston. Abandoned Smart Car – Clerk to report to Highways.</li> <li>• Scole resident had read on Nextdoor on the Internet that the footpath from Flowerdew Meadow to Rogers Pond (Footpath 26) hedge needs cutting back and strimming.</li> </ul>	<p>Clerk Clerk Clerk</p>
<p>4.2. <b>Reports from District &amp; County Councillors:</b> The Clerk read the reports.</p>	
<p>5. <b>Re-convene the meeting</b> – the meeting was re-convened 8.27pm.</p>	



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<p><b>6. To receive the Clerk’s Report:</b> The Clerk brought to the attention of the Council:</p> <ul style="list-style-type: none"> <li>Email from a resident concerning the speeding traffic, their concern is that any data taken from the SAM2 machine could be skewed at the SAM2 machine is set to indicate vehicles speeding that are travelling at 25 mph. Cllr Brooks and Cllr Moore will check the setting; however, this does not impact on the collection of data.</li> <li>Email from John Pennell Chairman of the Norfolk ALC Task &amp; Finish Group regarding an initiative “Community, Well-being, Environment and Parish &amp; Town Councils” requesting involvement of Councillors. It was felt that we are working in these areas already and Councillors had no spare time to attend more meetings.</li> <li>Email from NCC Highways Engineer – Clerk to email that the vegetation in the centre of the roundabout still obscures the view of pedestrians, Site Splays are growing very fast, sign to Scole on A140 between the Stuston and Scole roundabouts heading south has been sprayed out – why? Entrance and Exit from new BP petrol station very dangerous, the speed limit of 70 mph needs to be reduced. Traffic through the village has tripled in the last few months.</li> <li>Need to create a new website – working to create a new site using WIX</li> </ul> <p style="text-align: center;"><b>CRIME FIGURES SCOLE AND DICKLEBURGH:</b></p> <table style="margin-left: auto; margin-right: auto;"> <tr><td><b>Burglary – Residential</b></td><td style="text-align: right;"><b>1</b></td></tr> <tr><td><b>Domestic</b></td><td style="text-align: right;"><b>2</b></td></tr> <tr><td><b>Criminal Damage</b></td><td style="text-align: right;"><b>3</b></td></tr> <tr><td><b>Public fear, alarm or distress</b></td><td style="text-align: right;"><b>2</b></td></tr> <tr><td><b>Theft from a Motor Vehicle</b></td><td style="text-align: right;"><b>1</b></td></tr> </table> <p>If you would like a copy of the Diss Policing Monthly Newsletter please contact The Clerk.</p> <p><b>7. To discuss Village Traffic Concerns:</b></p> <p><b>7.1. General Traffic Concerns</b></p> <ul style="list-style-type: none"> <li>None</li> </ul> <p><b>7.2. To receive any verbal reports of accidents within the parish</b></p> <ul style="list-style-type: none"> <li>Accident outside the shop.</li> <li>Accident at A140/A1066 Roundabout</li> </ul> <p><b>8. To consider projects for the Parish Partnership Scheme 2019/2020:</b> Awaiting feedback from Gary Overland at Highways.</p> <p><b>9. To consider a Cycle Path from Scole to Diss alongside A1066</b> Cllr P Jones has a meeting arranged with County Councillor M Wilby. There is a “Places to Ride” scheme which has received £15m grant from the Government, Cllr Jones thinks our project will meet the criteria. Will need the feasibility study, plans and costings before applying.</p> <p>Need to establish if the Council can purchase land from the landowner.</p> <p>Cllr Jones has discussed with the Mayor of Diss who is very interested.</p>	<b>Burglary – Residential</b>	<b>1</b>	<b>Domestic</b>	<b>2</b>	<b>Criminal Damage</b>	<b>3</b>	<b>Public fear, alarm or distress</b>	<b>2</b>	<b>Theft from a Motor Vehicle</b>	<b>1</b>	<p><b>Clerk Clerk</b></p>
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10.	<b>To agree the positioning of the notice board in Scole village centre:</b> Planning has been received from NCC to place a notice board on the grass area opposite the war memorial. Clerk to order a new notice board.	Clerk																								
11.	<b>To review the current sewerage provisions within the parish:</b> Clerk to contact Anglian Water for maps and ask if the sewers are sufficient for the increasing development in the Parish. New homes feeding into Norwich Road.	Clerk																								
12.	<b>To receive an update on the land for the proposed Village Hall on Norwich Road:</b> The transfer of the land is progressing. Architects had 3 reserved matters which involved the Parish Council, Ground Water Survey, Drawings and Noise Mitigation Survey. Architects have until 3-12-19 to get everything approved for the 18 houses.																									
12.1.	<b>To commence preliminary discussions to consider how the Parish Council will invest the money received for the proposed village hall prior to the commencement of the building:</b> Cllr Ward had been investigating the best setup. It was decided that legal advice needs to be taken on the options available to the Parish Council – the Parish Council will need 3 quotes.  It was agreed to form a working group to investigate the options further this will consist of two Councillors, Cllr G Moore, Cllr P Jones, the Clerk and a legal representative, and two representatives from the Scole Parish Hub. Clerk to arrange a meeting.  Cllr Blakesley raised concerns over the parking spaces being reduced to 38, Cllr Moore agreed that this is not enough and planning for additional parking will be included when the Village Hall planning application is submitted.	Clerk																								
13.	<b>To receive an update on the land known as “Stuston Pocket Park”:</b> The Transfer for the land has been received and was unanimously approved and signed by Cllr Moore and Cllrs Brooks.  Cllr Trevail left the meeting at 9.30 pm																									
14.	<b>To receive an update from the Planning Group on any new &amp; o/s planning applications:</b>																									
14.1.	<b>To comment on and Approve/Refuse any current planning applications:</b> None																									
14.2.	<b>To receive an update on any Previous planning applications:</b> None																									
15.	<b>FINANCE –</b>																									
15.1.	<b>AUTHORISATION FOR PAYMENT:</b>																									
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# SCOLE PARISH COUNCIL

MINUTES					ACTION
102346	R Cole Plumbing	Showers @ SCC	4,548.00	758.00	
102347	Scole PCC	Hall Hire	16.50		
102348	Sara Campbell	Salary & Expenses	475.05		37.80
102349	Sara Campbell	Expenses	26.75		
102350	Chris Brooks	Expenses & Petrol	120.63		
102351	Royal British Legion	S137 Poppy Wreaths	290.00		
102352	Westcotec	Lighting Maintenance	275.89	45.98	
<b>TOTAL £</b>			<b>6,791.79</b>	<b>897.94</b>	<b>75.40</b>

Proposed Cllr P Jones seconded Cllr R Buckenham and unanimously agreed.

15.2.

RECEIPTS THIS MONTH:			
Date	Account	Received From	Amount
September 2019	Community	SNDC - Precept	11,700.00
<b>TOTAL £</b>			<b>11,700.00</b>

15.3.

ALLOCATED FUNDS			
Details	Balance 31/3/19	CR/DR	Balance 1/4/19
Proposed Village Hall Site (Legal Fees, Ground Work)	4,000.00		4,000.00
Street Lights	2,255.68	2,500.00	4,755.68
Contingency Fund	4,418.82	4,960.18	9,379.00
CIL	457.36	884.18	1,341.54
Volunteer Award (Scole Community Areas)	470.00		470.00
<b>TOTAL £</b>	<b>11,601.86</b>		<b>19,946.22</b>

15.4.

RESPONSIBLE FINANCE OFFICER REPORT:			
Details		CR	DR
Cash Book Balance Brought Forward (Community Account)	A	16,451.36	
Receipts this month (Community Account) listed above):	B	11,700.00	
Payments this month (listed above):	C		6,791.79



# SCOPE PARISH COUNCIL

MINUTES			ACTION
Cash Book Balance Carried Forward (=A+B-C)			21,359.57
Community Account Balance			
Business Saver Account Balance at 1/4/19 - £4,619.18			
Interest	4.60		4,623.78
<b>CASH IN BANK</b>			<b>25,983.35</b>
<b>LESS ALLOCATED FUNDS</b>			<b>(19,946.22)</b>
<b>AVAILABLE TO SPEND</b>			<b>6,037.13</b>

- 16. To consider and if appropriate agree to move to Online Banking with Unity Trust:**  
The Clerk requested that the Council consider opening an Online Bank account with Unity Trust with a view to moving the money from the Barclays Account and closing the account. The Unity Trust account allows for two signatures to approve transactions in addition to the Clerk creating the payments. Proposed Cllr Moore, seconded Cllr Ward and unanimously agreed.
- Clerk**
- 17. To receive and discuss items from Committees/Groups:**
- 17.1. Employment Group (CAB, PJ) – Clerk’s Appraisal needs to be completed – Clerk need to complete the form to start the process.**
- Clerk**
- 17.2. Finance Group (GM, COB, JJ) – None**
- 17.3. Scope Community Centre & Playing Field (SCCPF) (CAB)**
- Trip to the races on 28/10/19
- 17.4. Diss & District Neighbourhood Plan (DDNP) (GM, CM, LT)**
- No update.
- 13.4.1 Greater Norwich Local Plan (GNLP) Consultation:**  
2<sup>nd</sup> Consultation ongoing.
- 17.5. Funding Opportunities and Charities Group (GM, COB, LT) – Scope Nature Trails Trust:**
- Cllr Jones will investigate grants from British Cycling for the proposed cycle path.
- 17.6. Scope Community Areas (COB)**
- Volunteers have worked in excess of 236hrs since our last meeting in July. They have :-
  - Cleared a large amount of garden waste that was fly tipped in the middle of the road in Dark Lane. Removed domestic fly-tipping from the same location the day after and reported a third lot left on the verge adjacent a few days later.
  - Removed a fallen willow from the riverbank that had fallen on to the Permissive Path. Permission is required from the landowner to undertake work on four trees adjacent to the Permissive Path.
  - Completed the Bungay Rd/churchyard footpath.
  - Carried out another fly larva survey in the river.
  - This year’s bat survey was carried out last week
  - The official bird nesting season came to an end on 31st August so we will shortly be starting on cutting back hedges on the footpaths again.



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MINUTES	ACTION
<p><b>17.7. Scole Village Hub</b> Has 9 members who are meeting monthly. Currently working to establish the charity status. Looking at other halls to get ideas. Once land has been transferred architect will be consulted and plans for new hall drawn up these will be put up in the Parish to encourage community involvement.</p>	
<p><b>18. To receive an update on any meetings attended:</b></p>	
<p><b>Cllr Moore</b> – Diss District Neighbourhood Plan</p>	
<p><b>Cllr Brooks</b> – Policing Engagement Meeting at Diss Youth and Community Centre</p>	
<p><b>19. To receive and discuss items from Parish Councillors:</b></p>	
<p><b>Cllr C Brooks</b></p>	
<ul style="list-style-type: none"> <li>• The verge alongside the A1066 is too narrow for a wheelchair user. Recently a speed sensor was put across the road which caused a wheelchair user to be tipped from his chair – Highways have resolved.</li> </ul>	
<p><b>20. Correspondence received</b> – the Clerk previously circulated a list of correspondence received by email and post this month. If Councillors would like a copy of any correspondence, please ask the Clerk.</p>	
<p><b>21. To receive items for the next Agenda</b> any <b>additional suggestions for</b> agenda items please contact the Clerk.</p>	
<p><b>22. Date of next meeting: Tuesday 15 October 2019 at 7.30 pm.</b></p>	
<p><b>23. Meeting Adjourned at 10.07 pm</b></p>	