

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 22 January 2024 at 7.00 pm at Scole Community Centre, Ransome Avenue, Scole.

Councillors Present: Cllr P Jones (Chair), Cllr C Blakesley, Cllr G Blakesley, Cllr C Brooks, Cllr W Mann, Cllr Lady R Mann, Cllr T McEwen, Cllr L Trevail, Cllr J Ward & Cllr D Ward

In attendance: Sara Campbell (Clerk), District Councillor C Hudson, County Councillor M Wilby and 1 member of the public

1. **To consider accepting apologies for absence:** Apologies received and approved for Cllr G Fisher.

2. **To approve the minutes of the Parish Council Meeting held on 22 January 2023:**

The minutes of the Parish Council Meeting held on 22 January 2023 (pages 1-5 of 5 previously circulated to all members, were proposed for approval by Cllr C Brooks seconded Cllr G Blakesley and unanimously agreed.

3. **To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**

Cllr C Blakesley – C & G Trenching

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Cllr J Ward – Scole Parish Hub

Cllr D Ward – Scole Parish Hub

Cllr Jones – Scole Community Centre and SNTT

Cllr C Brooks – SNTT

Cllr G Fisher – SNTT

Cllr L Trevail – SNTT

4. **To receive questions or comments from the parishioners:**

None

5. **To receive the reports from the District & County Councillors:**

County Cllr Wilby – updated the Council on his recent meeting in the parish regarding flood prevention.

- Create bunds after harvest at Billingford and Waterloo, Steve Halls, Norfolk County Council (NCC) will liaise and draw up plans.
- Norwich Road the pipe under the road is smaller than the drains so gets blocked
- The plank put in on Low Road to slow the water flow is successful, Steve Halls from NCC will arrange a proper installation.

District Council C Hudson

- Reminder to everyone, if you are flooded in any way even just your garden please report it to <https://www.norfolk.gov.uk/safety/floods/report-a-flood>
- Council tax – a Band D property's council tax will increase to £2,153.48. For each additional £1.00 raised on council tax gives South Norfolk Council an additional £53,000 per annum.

6. To receive the Clerks Report:

None

7. To receive an update on the installation of a plaque on the south side of Scole Bridge:

Cllr Jones to contact the Suffolk County Council Highways Engineer

8. To receive an update on the incident on St Andrews Road with a vehicle damaging a streetlight:

The column has been installed, waiting for UKPower Networks to reconnect the electricity.

9. To adopt a Biodiversity Policy:

Proposed Cllr Brooks, seconded Cllr Ward and unanimously agreed.

10. To adopt a Biodiversity Action Plan:

Proposed Cllr G Blakesley, seconded Cllr Trevail and unanimously agreed.

11. PLANNING

11.1. To Comment on and recommend for Approval/Refusal any Current planning applications:

None

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

None

12. FINANCE

12.1. To approve payments:

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
Online	Npower	Electricity December 2023	440.50	20.98	
Online	Sara Campbell	Salary & Expenses	628.65		
Online	Cozens	Streetlight maintenance	66.00	11.00	
Online	Scole Community Centre	\$137 Donation	2,500.00		

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
		TOTAL £	3,635.15	31.98	

Proposed Cllr J Ward, seconded Cllr C Blakesley and unanimously agreed.

12.2. Receipts (B):

Date	Account	Received From	Amount
Community Acct TOTAL £			0.00

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

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) A	8,584.88		
Receipts this month (Community Account) (listed above): B	0.00		
Transferred from Savings Account			
Payments this month (listed above): C		3,635.15	
Cash Book Balance Carried Forward (=A+B-C-D) Community Account Balance			4,949.73
Business Saver Account			
Opening Balance 1/4/23 - £31,691.34			
23/5/23 Transferred to Community 1,750.00			
5/6/23 Interest 62.51			
4/9/23 Interest 80.40			
Poppy Wreath payments 154.70			
			30,241.95
Cash in Bank			35,191.68
Allocated Funds (Listed Below)			35,149.00
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND			£42.68

12.4. Allocated funds for the financial year commencing 1-4-23:

Details	Closing Balance 31/3/23	CR/DR	Balance
Proposed Village Hall Site (Lease)	553.00	1,000.00	1,553.00

Street Lights	1,478.68	500.00	1,978.68
Contingency Fund	11,240.80	3,013.43	
22/5/23 £100 for streetlight Clements Close		-100.00	14,154.23
CIL	16,463.09		16,463.09
Cycle Path	1,000.00		1,000.00
Insurance re: Clements Close Streetlight		1,650.00	1,650.00
22/5/23 Westcotec re repair of streetlight		-1,650.00	0.00
TOTAL £	30,735.57		35,149.00

13. To receive reports from Working Groups:

13.1. Employment Working Group (PJ, CAB, LT) – Nothing

13.2. Internal Control (PJ, JW, TM) – Nothing

13.3. Cycle Path Group (PJ,) - Cllr W Mann, Cllr Blakesley & Cllr Jones to have a site visit.

13.4. Diss & District Neighbourhood Plan (DDNP) (Graham Moore, Corinne Moore, DW)
Nothing.

13.5. Scole Nature Trails Trust Group (COB, LT, GF)

- Cutting hedges back
- Cleaned the drain on A140
- Jordan Dunning to provide wood chip for the permissive path
- Cllr Trevail has applied for £300 to buy wildflower seeds and analyse soil.

13.6. Community Centre (PJ)

- Structural engineer wants to inspect footings all part of the Building Regulations

It was agreed to add 13.7 to the next agenda to receive any updates regarding the Parish Hub.

14. To approve the 2024/25 budget:

The Clerk presented the budget to the Council and members of the public. Expenses will increase this year by £2,393 to £31,783 the predicted income is £3,740, therefore an amount of £28,044 is to be funded by precept. Proposed Cllr McEwen, seconded Cllr J Ward and unanimously agreed.

15. To approve the Council's Precept Request to South Norfolk Council:

The Council require a precept of £28,044. A Band D property will pay £55.20 per year Council Tax a £6.39 increase. Proposed Cllr G Blakesley, seconded Cllr Brooks and unanimously agreed.

16. To report any incidents of overflow, spillage and discharge into the river during the month:

None.

17. To consider any training requirements for Councillors:

None

18. To receive and discuss items from Parish Councillors:

Cllr G Blakesley

- New defib pads have been ordered.
- Chevron signs on A140/A1066 roundabout still broken – chase Highways.

Cllr T McEwen

- Bungay Road - the post with the dog bin on is broken, will move the bin to the telegraph pole.

Cllr C Brooks

- Where the culvert goes under A140 Highways land the leaky dams need clearing, broken manhole and fence has fallen into the ditch, **Clerk to report to Highways.**

19. To receive an update on correspondence received:

The Clerk brought to the attention of the Council an email received from a resident on Bungay Road regarding the speeding traffic, Clerk to respond updating resident that:

- There are posts for the SAM2 machine on the entry and exit of the parish, the positioning of the posts was determined by Norfolk County Council, Highways team.
- The SAM2 machine records data of speeding vehicles, the Council will download this monthly, analyse the data and any significant issues will be reported to the police.
- Highways have advised the placing of speed limit repeater signs along Bungay Road; the Council have applied for match funding to undertake this project in the spring.

All relevant correspondence has been circulated to Councillors.

20. To receive items for the next Agenda:

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

21. Next meeting of the Parish Council is on Monday 26 February 2024 at 19:00.

Meeting closed at: 20:29