

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 22nd June 2026 at 7.15 pm at Scole Community Centre, Ransome Avenue, Scole.

Councillors Present: Cllr P Jones (Chair), Cllr C Brooks, Cllr D Ward,
Cllr N Parkington, Cllr G Fisher, Cllr J Ward, Cllr J Orford

In attendance: Alison Cowles (Clerk)
Sara Campbell (RFO)
Cllr C Hudson and Cllr D Thomson

1. **To consider accepting apologies for absence**
Cllr T Mc Ewen & Cllr K Prust - Accepted
2. **To approve the minutes of the Parish Council Meeting held 26th May 2026**
May minutes approved by Cllr G Fisher & Cllr J Ward – all in favour
3. **To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**
Cllr Jones – Scole Community Centre
Cllr C Brooks – SNTT
Cllr G Fisher – SNTT
4. **To receive the reports from the District & County Councillors:**
Cllr Hudson-
 - **Refuse collectors** to start early whilst the hot weather continues.
 - **South Norfolk 10K** will take place on Sunday 22nd November at Wymondham
<https://www.southnorfolkandbroadland.gov.uk/leisure/eama-10k>Cllr Thompson-
 - **Election for Police and Crime Commissioner £2M bill estimated.**
Notice is hereby given that a vacancy has arisen in the office of the Police and Crime Commissioner (PCC) for Norfolk, in accordance with Section 59 (1) (b) of the Police Reform and Social Responsibility Act 2011.
 - **LGR – Who knows?!**
With the recent announcement from Downing Street, it's quite possible LGR will be shelved -but in the meantime work must continue, to protect our communities.
At the budget meeting in February, SNC set aside a contingency fund to oppose a 3 Unitary model – as data showed it to be the most inefficient and wasteful of all options.
 - **South Norfolk in Bloom - Next Round Open**
In the last round, 28 projects were funded, with just over £15,400 awarded and match funded by community groups, parish councils and local organisations, bringing the total investment to more than £30,000. Multiple groups within a parish can apply, as long as there is match funding in place.

5. **To report any incidents of overflow, spillage and discharge into the river during the month**
 - No incidents to discuss
6. **To discuss the bench for Old Norwich Road by the school**

Waiting for response from NCC to obtain a furniture license
Quote for bench is approximately £535.00
7. **Request to land owner to put 'Danger Very Deep Water, Keep Out: signs the the old Brick Pit on Millers Lane.**

Clerk to write to landowner to request signs be placed on the site
8. **Approve the estimate from NGF Play for the installation of a seesaw, wheelchair accessible roundabout, zip wire maintenance and safety surfacing on the play area at the Community Centre.**

Scole Parish Council propose that money from Outdoor Spaces is allocated to Scole Community Centre to add new equipment to the play area at the Community Centre – estimated costs £22,611.60
Cllr J Ward proposed, Cllr D Ward seconded – all in favour
9. **To receive the Clerks Report and an update on any correspondence receive:**
 - Clerk to confirm to Billingford Church that the Parish Council agreed at their annual budget meeting to contribute to the Flowerdew Memorial Clean - £100.00
 - **Supporting older people in your community this Loneliness Awareness Week - Age UK Norfolk** – Helping older people stay connected across Norfolk
 - Clerk made councillors aware that the current meeting place for the meetings doesn't meet accessibility requirements –Clerk to look into alternative options in the village
10. **To receive questions and comments from the parishioners**

None present
11. **PLANNING**
 - 11.1. **To Comment on and recommend for Approval/Refusal any Current planning applications:**

2026/1168
Scole
The Log Cabin Flax Farm Diss Road Scole Norfolk Certificate of lawfulness existing for the use of a log cabin to be used as a dwelling – No objections from Parish Council – No comment from Parish Council
 - 11.2. **To receive an update on any previous planning applications:** None Received
12. **FINANCE**
 - 12.1. **To approve payments** – Proposed Cllr J Ward, seconded Cllr C Brooks– all in favour

12.2. Receipts – Noted

12.3. To review performance against budget – add to next agenda

12.4. To receive the Responsible Finance Officer's Report – Noted

13. YEAR END

13.1. To Consider the Internal Auditor's report for year ending 31 March 2026 –

Proposed Cllr G Fisher, seconded Cllr C Brooks – unanimously agreed

13.2. To approve and sign Section 1 – Annual Governance Statements 2025/26 –

Noted

13.3. To approve and sign Section 2 – Accounting Statements 2025/26

Proposed Cllr J Orford seconded Cllr C Brooks and unanimously agreed

14. To receive reports from the current Working Groups:

14.1. Employment Group (GB, JW) Clerks annual review to be arranged

14.2. Internal Control (PJ, JW, TM)

- Prior to submission of the AGAR requirement the Chair discussed the figures discussed at the recent meeting

14.3. Cycle Path Group (PJ,)

- Clerk to follow up with County Councillor for an update on this

14.4. Diss & District Neighbourhood Plan & Management Review Group (DDNPMRG) (DW)

- Cllr D Ward has confirmed that to review the policy would be costly

Cllr P Jones left the meeting

14.5. Scole Nature Trails Trust Group (COB, GF)

- Following recent rain lots of grass cutting
- Dead trees felled and removed from Pocket Park classroom
- First cut of Churchyard taken place
- Christmas wreaths removed from churchyard

Cllr P Jones returned to the meeting

14.6. Community Centre (PJ)

- Play equipment repaired, now awaiting inspection
- Plastic spikes placed over swings to protect birds from soiling
- Large fridge installed in bar

14.7. Devolution Working Group (PJ, JW)

- No update

15. To consider training for Parish Councillors:

Cllr Prust needs to do Councillor Training – Clerk to book

16. To receive and discuss items from the Parish Council

- Cllr Parkington confirmed that residents on Diss Road were pleased to hear the Parish Council are supporting their bid to reduce the speed on the A1066
- Cllr C Brooks reported that a fence on Scole Common is broken – Clerk to contact Highways

17. To receive items for the next Agenda:

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

18. Next meeting of the Parish Council is on 27th July 2026 at 19:15

19. Meeting closed at 21.12

DRAFT

Scole Parish Council

21 June 2026 (2026-2027)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
20	Billingford Church	22/06/2026		Barclays Community		Churchyard Maintenance	Billingford PCC	Z	175.00		175.00
											175.00
21	Scole Church	22/06/2026		Barclays Community		Churchyard Maintenance	Scole PCC	Z	200.00		200.00
											200.00
22	Thelveton Church	22/06/2026		Barclays Community		Churchyard Maintenance	Thelveton PCC	Z	150.00		150.00
											150.00
23	Grass Cutting	22/06/2026		Barclays Community		Grass Cutting	C & G Trenching	Z	282.86		282.86
											282.86
24	Insurance	22/06/2026		Barclays Community		Insurance Premium	Community Action Suffolk	X	826.68		826.68
											826.68
25	Streetlight Maintenance Contra	22/06/2026		Barclays Community		Village Maintenance Expenses	Cozens	S	55.00	11.00	66.00
											66.00
26	Asset Maintenance & Repair	22/06/2026		Barclays Community		Village Maintenance Expenses	Ted McEwen	Z	47.76		47.76
											47.76
27	Clerk's Salary	22/06/2026		Barclays Community		Salary & Expenses	Allison Cowles	X	334.48		334.48
27	Expenses	22/06/2026		Barclays Community		Salary & Expenses	Allison Cowles	Z	4.40		4.40
27	WFH Allowance	22/06/2026		Barclays Community		Salary & Expenses	Allison Cowles	Z	26.00		26.00
											364.88
28	Software	22/06/2026		Barclays Community		Salary & Expenses	Sara Campbell	Z	84.99		84.99
28	Expenses	22/06/2026		Barclays Community		Salary & Expenses	Sara Campbell	X	8.80		8.80
28	RFO Salary	22/06/2026		Barclays Community		Salary & Expenses	Sara Campbell	X	219.70		219.70
											313.49
29	HMRC	22/06/2026		Barclays Community		Salary & Expenses	HMRC	X	83.76		83.76
											83.76
30	NPower	22/06/2026		Barclays Community		Electricity	NPower Business Solutions	L	267.30	13.36	280.66
											280.66
Total									2,766.73	24.36	2,791.09



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Signed
Chair