

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 24 July 2023 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 Lady R Mann, Cllr T McEwen, Cllr G Fisher and Cllr L Trevail

In attendance: Sara Campbell (Clerk), 2 members of the public

- 1. To consider accepting apologies for absence:**
Council approved the absence of Cllr J Ward and Cllr D Ward.

District Cllr Hudson & District Cllr Thomson gave their apologies.
- 2. To approve the minutes of the Parish Council Meeting held on 26 June 2023:**
The minutes of the Parish Council Meeting held on 26 June 2023 (pages 1-7 of 7) previously circulated to all members, were proposed for approval by Cllr T McEwen seconded Cllr G Fisher and unanimously agreed.
- 3. To co-op to the current vacancy on the Council:**
The Council have received an application to join the council from Mr William Mann. Mr Mann addressed the Council regarding his reasons for wishing to be a Council member. 7 Councillors voted to co-opt Mr Mann with 1 abstention.
- 4. To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**
Cllr C Blakesley – C & G Trenching
Cllr G Blakesley – C & G Trenching
Cllr J Ward – Scole Parish Hub
Cllr D Ward – Scole Parish Hub
Cllr Jones – Scole Community Centre
- 5. To receive questions or comments from the parishioners:**
One member of the public reported:
 - There is a tree root on the footpath by the Community Centre car park.
 - The community garden needs some attention. This area is owned by the Parish Council and maintained by the Gardening Club. The Gardening Club suggest making this a dry garden. The Gardening Club are to provide the Clerk with costs, this will be added to the agenda for discussion at the September meeting.

Owner of Scole Inn – in attendance to update the Council on the proposal to erect a marquee for functions to the rear of the inn. This is needed to generate more income which will be used to repair and maintain this historic and iconic building.

6. To receive the reports from the District & County Councillors:

7. To receive the Clerks Report:

The Clerk brought to the attention of the Council:-

- Nothing to report this month.

8. To receive an update of the physical review of the parish assets:

Cllr McEwen and the Clerk completed the review. All assets were found except 2 of the 4 benches – it was agreed one of these is on the bridge, Clerk will amend the assets to 3 benches. Confirmation was also required regarding which grit bins were own by the Parish Council, this is 1 on Robinson Road and 1 on Karen Close.

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

- Boundary fence has been marked. The developer has left rubble, bricks on the land, **Clerk to contact the developer to ask for it to be removed.**

9.1. To receive an update on the Agreement for Lease and Lease

The Clerk has received an email update from the Hub, they were not successful on receiving funding from South Norfolk Council and are currently considering the viability of the project, therefore, are holding off signing the lease.

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

Cllr Jones brought the plaque to the meeting. **Cllr Jones and Cllr Brooks to meet with the parishioner and developer on site to agree the location of the plaque.**

11. To receive and update on the Council declaring itself a nature recovery area:

Following the presentation at the last meeting, Cllr Brooks has not received the promised information. It was unanimously agreed not to continue at this time.

12. To ratify the purchase of posts and postcrete for repair of the noticeboard at Upper Street, Billingford:

Cllr Jones purchased the posts and postcrete at a cost of £62.38 inc VAT, Council to reimburse the expenses. Cllr Brooks proposed, Cllr W Mann seconded and unanimously agreed.

13. To approve the appointment of Jordan Dunning as approved tree surgeon for a year:

Proposed Cllr C Blakesley, seconded Cllr Fisher and unanimously agreed.

14. To ratify the decision to remove a dangerous split willow tree hanging over a footpath at the Pocket Park:

Jordan Dunning has provided a quote to remove the dangerous willow – cost £540.00 inc VAT, proposed Cllr Trevail, seconded Cllr Brooks and unanimously agreed.

15. To consider the quotes received for a new Streetlighting Contract following Westcotec ceasing to maintain streetlights.

Three quotes to be achieved and agreed at the September meeting.

16. PLANNING

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

2023/1750

Location: Diss By Verve The Street Scole Norfolk IP21 4DR

Proposal: Erection of temporary marquee to provide additional seating area Application Type: Prior Notification - Moveable structure within curtilage of historic visitor attraction or pubic house / restaurant etc

Council Comment: Council wish to support this application. Proposed Cllr G Blakesley, Cllr McEwen seconded and unanimously agreed.

2023/1867

Location: 12 Flowerdew Meadow Scole Norfolk IP21 4EN

Proposal: Proposed 'change of use' for annex to ground floor level of extension, following approval of two-storey side extension under householder application reference: 2021/2719

Application Type: Full Planning Permission

Council Comment: No comments

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

NONE

17. FINANCE

17.1. To approve payments:

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
Online	Npower	Electricity June 2023	255.75	12.18	
Online	C & G Trenching	Grass Cutting July	304.60		
Online	Sara Campbell	Salary & Expenses	594.60		
Online	Christopher Brooks	Parish Maintenance	126.00		
D/D	PWLB	Loan repayment	970.12		
Online	Action Play	Play equipment repair	708.00	118.00	
Online	Peter Jones	Parish Maintenance	62.38	10.40	
		TOTAL £	3,021.45	140.58	

Proposed Cllr T McEwen and seconded Cllr G Blakesley and unanimously agreed.

17.2. Receipts (B):

Date	Account	Received From	Amount
Community Acct TOTAL £			

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

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) A	9,829.55		
Receipts this month (Community Account) (listed above): B			
Transferred from Savings Account			
Payments this month (listed above): C		3,021.45	
Cash Book Balance Carried Forward (=A+B-C-D) Community Account Balance			6,808.10

Details	CR	DR	
Business Saver Account			
Opening Balance 1/4/23 - £31,691.34			
22/5/23 Transferred re Streetlight			
15/6/23 Interest		1,750.00	
		65.15	30,006.85
Cash in Bank			36,814.95
Allocated Funds (Listed Below)			35,149.00
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND			£1,665.95

17.4. 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

18. To receive reports from Working Groups:

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

18.2. **Internal Control (PJ, JW, TM)** – Nothing

18.3. **Cycle Path Group (PJ,)** - meeting arranged with District Cllr Hudson.

18.4. **Diss & District Neighbourhood Plan (DDNP) (Graham Moore, Corinne Moore, DW)**

No update.

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

CCTV ready to install. Issue with the camera – working to resolve.

18.6. **Community Centre (PJ)** – awaiting for more detailed plans.

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

None.

20. To receive and discuss items from Parish Councillors:

Cllr G Fisher

- The Council need to consider changes to the road layout in Scole with the proposed development there will be a large increase in

traffic in the village. **Clerk to add to the next Agenda for further discussion. Cllr Fisher to circulate his paper.**

Cllr C Brooks

- Hedges obscuring vision on Bungay Road and Bridge Road, **Clerk to report to Highways.**
- Rangers jobs: Hedge on A1066 Scole to Diss road & pavement on Bungay Road

Cllr L Trevail

- Update on the sewer for the BP/McDonald site.

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. Next meeting of the Parish Council is on Monday 25th September 2023 at 7.00 pm.

Meeting closed at: 20:30 pm.

DRAFT