

SCOLE PARISH COUNCIL

MINUTES of the virtual Annual Parish Council meeting held on Monday 27 July 2020 at 7.00 pm via Zoom

Councillors Present: Cllr G Moore (Chair), Cllr C Brooks, Cllr P Jones, Cllr L Trevail (via phone) and Cllr J Ward

In attendance: Sara Campbell (Clerk), County Cllr Wilby and 2 members of the public

For the benefit of the public attending the meeting, all votes taken were by both a show of hands and a verbal response from each individual councillor.

- 1. To consider accepting apologies for absence:**
Apologies received and accepted from Cllr G Fisher, Cllr C Blakesley. Cllr R Buckenham and Cllr Lady Mann were not in attendance.
- 2. To approve the minutes of the Parish Council Meeting held on 22 June, 2020:**
The minutes of the Parish Council Meeting held on 22 June 2020 (pages 1-4 of 4) previously circulated to all members, were proposed by Cllr Brooks, seconded Cllr Jones and unanimously agreed and signed by the Chair.
- 3. To record declarations of interest from members in any item to be discussed:**
None.
- 4. To receive questions or comments from the parishioners:**
None
- 5. To receive the reports from the District & County Councillors:**
Both **District Cllr Hudson & County Cllr Martin Wilby** were unable to attend the meeting as they were attending a South Norfolk Council Full Council Meeting. The Clerk read **County Cllr Martin Wilby's** report.
- 6. To receive the Clerks Report:**
The Clerk brought to the attention of the Council an email from South Norfolk Council Planning Department regarding an Appeal against Refusal of Planning Permission, application 2016/1982.

An email received from a member of the public regarding the proposed cycle path.
- 7. To receive an update on the land known as "Stuston Pocket Park:**
The transfer of the land completed on 3 July 2020. Remove from the Agenda.

8. To receive an update on the land at Norwich Road for the Village Hall

Nothing to update completion should be in the next two weeks.

9. To receive an update from the Clerk on the decisions made following the processes approved and the delegation of power provided to the Clerk at the meeting on 19 March 2020.

9.1. The approval of the proposed Parish Adoptable Street Lighting scheme for the new Norwich Road development. Proposed Cllr G Moore seconded Cllr C Brooks and unanimously agreed.

9.2. The approval of the route of the foul water drainage pipe at the new Norwich Road development and the signed statement. Proposed Cllr G Moore seconded Cllr C Brooks and unanimously agreed.

10. To receive an update on the cycle path from Scole to Diss alongside A1066:

Cllr Jones has met with Thelveton Estates and they are prepared to lease the land to the Parish Council.

Cllr Jones is investigating funding opportunities at this time it is not felt that the Social Infrastructure Fund is appropriate, it is repayable if the scheme does not go ahead. This should be considered when the project is a bit further forward. Cllr Jones has approached Civil Engineers for a guide to costs but is still awaiting a response.

Intention is to start with Phase I – land west of Dark Lane.

Cllr Jones to contact Thelveton Estates to agree 99 year Lease Path to be cut diagonally across to Diss Business Centre from halfway down Dark Lane.

Gap in hedge at Frenze Bridge will need a rail near the bridge to stop cyclist travelling in the A1066.

Budget 2021/22 for legal fees for Thelveton Estate and Scole Parish Council and other smaller associated costs.

11. To review, discuss and agree items for the Diss & District Neighbourhood Plan:

Survey to be complete by 14 August 2020, it is possible this will be extended. Councillors to encourage parishioners to complete survey online. Any residents who do not have access to a computer ensure they receive a paper survey.

11.1. Scole Parish Council Update:

Submitted to Consultants

11.2. Site Allocations:

Submitted to Consultants

11.3. Green Spaces

Submitted to Consultants

12. PLANNING

12.1. To Comment on and Approve/Refuse any Current planning applications:

2020/1130

Location: Vehicle Repairs And Sales Norwich Road Scole IP21 4ED

Proposal: Variation of Condition 2 of permission 2015/2357/F - revised design Plot 1 incorporating family room in current garage space

Application Type: Removal/Variation of Condition (S73)

Parish Council Decision: No comments

2020/1236

Location: Scole Engineering Diss Road Scole IP21 4DN

Proposal: Change of Use from Commercial Use to Residential Use to Create 6 Dwellings including Demolition of Existing Garage Workshop Buildings. (Re-Submission).

Application Type: Outline Planning Permission

Parish Council Decision: No comments

13. FINANCE

13.1. To approve payments (C):

| PAY TYPE | PAYEE | DESCRIPTION | ACTUAL AMOUNT | VAT | PAYE |
|----------|-----------------|-------------------------|-----------------|-------------|------|
| D/D | PWLB | Loan | 970.12 | | |
| D/D | E-on | Electricity - July 2020 | 205.12 | 9.77 | |
| Online | Sara Campbell | Salary & Expenses | 521.40 | | |
| Online | C & G Trenching | Grass Cutting | 350.00 | | |
| Online | SLCC | Clerk Membership | 109.00 | | |
| Online | Billingford PCC | Churchyard Maintenance | 175.00 | | |
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| | | | | | |
| | | | | | |
| | | TOTAL £ | 2,330.64 | 9.77 | |

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

13.2. Receipts (B):

| Date | Account | Received From | Amount |
|--------|---------------------|----------------|-------------|
| 8/6/20 | Business Saver Acct | Interest | 1.24 |
| | | | |
| | | TOTAL £ | 1.24 |

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

| Details | CR | DR | |
|---|-----------|----------|------------------|
| Cash Book Balance Brought Forward (Community Account 00473138) A | 18,961.56 | | |
| Receipts this month (Community Account) (listed above): B | 0.00 | | |
| Payments this month (listed above): C | | 2,330.64 | |
| Cash Book Balance Carried Forward (=A+B-C) Community Account Balance | | | 16,630.92 |
| Business Saver Account Opening Balance 1/4/20 - £4,627.71 8/6/20 Interest 1.24 | | | 4,628.95 |
| Cash in Bank | | | 21,259.87 |
| Allocated Funds (Listed Below) | | | 17,792.04 |
| Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND | | | £3,467.83 |

13.4. Allocated Funds for 2020/21:

| Details | Balance 1/4/20 | CR/(DR) | Balance 1/4/20 |
|--|------------------|------------------|------------------|
| Proposed Village Hall Site (Legal Fees, Ground Work) | 4,000.00 | | 4,000.00 |
| Street Lights | 2,983.68 | | 2,983.68 |
| Contingency Fund | 9,466.82 | | 9,466.82 |
| CIL | 1,341.54 | | 1,341.54 |
| Neighbourhood Plan (paid 22/6/20) | 1,000.00 | -1,000.00 | 0.00 |
| | | | |
| TOTAL £ | 18,792.04 | | 17,792.04 |

Proposed Cllr Ward, seconded Cllr Jones and unanimously agreed.

14. To receive and discuss items from Parish Councillors':

Cllr Brooks – Clerk to contact land owners of the permissive path for permission to cut trees.

Consider a Woodland/Tree Policy – Clerk to investigate.

Consider narrowing entrance to car park on Suffolk Sider of the park. Look at any covenants which restrict the Council reducing the access size.

Cllr Jones – Robinson Road sign – Clerk to report to Highways.

White lines on roads and at junctions re-painted everywhere except Bridge Road – Clerk to contact Highways.

15. 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.

16. To receive items for the next Agenda:

Approval of the DDNP Terms of Reference. Any other items for the next Agenda please contact the Clerk.

17. To agree the proposed time and date of the next Parish Council meeting on Monday, 28 September 2020 – venue to be agreed:

Meeting adjourned at: 8.37 pm.

DRAFT