

SCOLE PARISH COUNCIL

MINUTES of the virtual Parish Council meeting held on Monday 22 March 2021 at 7.00 pm via Zoom

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

In attendance: Sara Campbell (Clerk), District Cllr C Hudson, County Cllr M Wilby and 3 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 were accepted and approved from Cllr C Blakesley
- 2. To approve the minutes of the Parish Council Meeting held on 22 February, 2021:**
The minutes of the Parish Council Meeting held on 22 February 2021 (pages 1-5 of 5) previously circulated to all members, were proposed by Cllr Brooks, seconded Cllr Ward and unanimously agreed.
- 3. To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**
Cllr Ward – Scole Parish Hub
Cllr Moore – Scole Parish Hub
- 4. To receive questions or comments from the parishioners:**
A representative from the Scole Community Centre updated the Council that the Centre will re-open in April.

A parishioner reminded the Council regarding the consideration of planting wildflower verges around the parish, Cllr Jones suggested the area for the new permissive path would be ideal for wildflowers.

- 5. To receive the reports from the District & County Councillors:**
District Councillor Clayton Hudson asked Councillors to remind individuals to complete the census.

It is important to encourage everyone to get vaccinated.

£250 - £750 grants available to help hospitality to get "outdoors" ready.

Has spoken with Trevor Holden regarding the availability of the \$106 money for the Scole Parish Hub, Trevor will speak with planning. District Cllr Hudson has agreed to give a Member Grant to the hub for the purchase of a marquee to hold events.

6. To receive the Clerks Report:

The Clerk updated the Council on the following:

An email received from Norfolk County Council on 1 million trees for Norfolk.

An email received from South Norfolk Council regarding Armed Forces Covenant.

7. To appoint Mr R Goreham as Internal Auditor:

Cllr J Ward proposed the Council appoint Mr R Goreham as Internal Auditor for the financial year 1 April 2020 to 31 March 2021, seconded Cllrs C Brooks and unanimously agreed.

8. To discuss issues relating to Scole Parish Hub:

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

Have stalled the revisit to architects as they need confirmation of access to donation (\$106)

8.2. To agree the Heads of Terms for the proposed lease of land to Scole Parish Hub for the purpose of building a village hall

Waiting response to questions sent by email.

8.3. To clarify the Parish Council's financial commitment to the building of the proposed village hall project

Following concerns raised by Councillors' regarding the promise made to Parishioners a formal statement regarding the position of the Council needs to be approved.

Cllr Ward updated the Council on the requirements of the Charity Commission – the build cannot start until there are sufficient funds for the stage. Each stage needs to be operational.

Cllr Jones proposed that the Clerk drafts a statement for approval at the next meeting. **Action: Clerk**

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

Clerk has amended the Permissive Path Agreement and will forward to Thelveton Estates. **Action: Clerk**

10. To receive an update on the Diss & District Neighbourhood Plan:

Working to have everything ready for consultation before final consultation at the end of the year.

11. PLANNING

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

2021/0314

Location: Fairham House Norwich Road Scole IP21 4DY

Proposal: Erection of pitched roof carport

Application Type: Householder

Council Comment: No comment

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

None

12. FINANCE

12.1. To approve payments (C):

| PAY TYPE | PAYEE | DESCRIPTION | ACTUAL AMOUNT | VAT | PAYE |
|----------|---------------|------------------------------|-----------------|---------------|------|
| D/D | E-on | Electricity March 2021 | 191.44 | 9.12 | |
| Online | Sara Campbell | Salary & Expenses | 527.90 | | |
| Online | John Doe | Community Centre Flooring | 3,200.00 | 533.33 | |
| Online | Westcotec | Clements Close & Karen Close | 1,806.00 | 301.00 | |
| Online | Westcotec | Lighting Maintenance | 275.89 | 45.98 | |
| | | | | | |
| | | | | | |
| | | TOTAL £ | 6,001.23 | 889.43 | |

Proposed Cllr Moore seconded Cllr Brooks and unanimously agreed.

12.2. Receipts (B):

| Date | Account | Received From | Amount |
|------|---------|----------------|--------|
| | | | |
| | | | |
| | | | |
| | | TOTAL £ | |

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

| Details | CR | DR | |
|--|-----------|----------|------------------|
| Cash Book Balance Brought Forward (Community Account 00473138) A | 17,876.03 | | |
| Receipts this month (Community Account) (listed above): B | 0.00 | | |
| Payments this month (listed above): C | | 6,001.23 | |
| Cash Book Balance Carried Forward (=A+B-C) Community Account Balance | | | 11,874.80 |
| Business Saver Account Opening Balance 1/4/20 - £4,627.71 | | | 4,629.71 |
| Cash in Bank | | | 16,504.51 |
| Allocated Funds (Listed Below) | | | 13,684.04 |
| Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND | | | £2,820.47 |

12.4. 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 | | |
| Legal Fees (paid 28/9/20) | | -603.00 | |
| S137 Donation to Scole Parish Hub (25/1/21) | | -2,000.00 | 1,397.00 |
| Street Lights | 2,983.68 | -1,505.00 | 1,478.68 |
| 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 | 3,603.00 | 13,684.04 |

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

Cllr Brooks – Consider SNTT using the S106 agreement funds for outdoor spaces for the last table in the outdoor classroom and the canoe launch.

14. 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.

15. To receive items for the next Agenda:

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

16. To agree the proposed time and date of the next Parish Council meeting on Monday, 26 April 2021 at 7.00 pm.

Meeting adjourned at: 20.39 pm.