

SCOLE PARISH COUNCIL

MINUTES of the Parish Council Meeting held on Monday 23 January 2022 at 7.00 pm at Scole Community Centre, Ransome Avenue, Scole.

Councillors Present: Cllr P Jones (Chair), Cllr C Blakesley, Cllr C Brooks, Cllr G Fisher, Cllr L Trevail, Cllr D Ward and Cllr J Ward

In attendance: Sara Campbell (Clerk), District Cllr C Hudson and 1 members of the public

- 1. To consider accepting apologies for absence:**
Apologies for absence were received and approved from Cllr G Blakesley, Cllr Lady R Mann and Cllr T McEwen. Cllr J Brewer was also absent.
- 2. To approve the minutes of the Parish Council Meeting held on 19 December 2022:**
The minutes of the Parish Council Meeting held on 19 December 2022 (pages 1-6 of 6) previously circulated to all members, were proposed for approval by Cllr D Ward seconded Cllr C 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
- 4. To receive questions or comments from the parishioners:**
Member of the public brought to the attention of the Parish Council a missing footpath finger post at Thelveton. **Clerk to report**
- 5. To receive the reports from the District & County Councillors:**
 - Leaflets have been sent to Parish Clerks raising awareness of the South Norfolk Council “Help Hub”
 - Planning Application for the Scole Community Centre – District Cllr Hudson is a member of the Planning Committee so will not provide a detailed response. The Parish Council will apply for an extension of this application as it was received after the agenda had been published.
- 6. To receive the Clerks Report:**
The Clerk brought to the attention of the Council:-
 - An email from NPLaw offering their legal services at a preferential rate of £63.50 per hour instead of their subscription scheme.

- An update of the balance of the S106 Outdoor Spaces fund, there is £36,703.51 remaining.
- An email from a resident in Karen Close regarding the height of the trees planted when the bypass was built to provide noise reduction which are now blocking residents light. **Clerk to get 3 quotes for the work.**

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

Hub Committee are still waiting for the lease to be agreed.

The boundary fence needs to be erected, Corrine Moore will provide a large scale map for Cllr Jones to measure where the fence must go.

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

The solicitor acting for the Scole Parish Hub has received the lease, members of the Hub Committee met with them and there are still some issues. The Council unanimously agreed that Cllr J Ward will produce a document of the issues and meet with Cllr Jones to discuss solutions to move forward.

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

Clerk has the form to complete to install the plaque on the bridge, Cllr Brooks and Cllr Jones suggested that placing the plaque just to the side of the bridge would be a preferable solution. **Cllr Jones will speak with Bierton Woods to agree exact size of the plaque.**

9. To approve the replacement of the streetlight on Clements Close:

Cllr Fisher has received an email from Westcotec explaining the procedure for replacing a streetlight. Westcotec are still waiting for a proforma invoice from UK Power Networks, they will pay immediately once payment has been made the current lead time for completion of the work is 4 weeks. **Cllr Jones will contact Westcotec and UK Power Networks.**

10. To approve the CCTV Policy for use at the Scole Pocket Park:

Clerk and Cllr Brooks to meet to prepare a policy.

11. PLANNING

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

None

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

None.

12. FINANCE REPORT

12.1. To approve payments (C):

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
DD	Npower	Streetlight Electricity November	285.22	47.54	
Online	Sara Campbell	Salary & Expenses	590.10		
Online	Norfolk PTS	Induction Training Dola Ward	48.00		
Online	Scole Community Centre	Hall Hire	360.00		
Online	Football Club	S106 Outdoor Spaces Money	690.00		
		TOTAL £	1,973.32	47.54	

Proposed Cllr J Ward, seconded Cllr G Fisher and unanimously approved.

12.2. Receipts (B):

Date	Account	Received From	Amount
23/12/2022	Community	SNC S106 Money for Football Club	690.00
23/12/2022	Community	HMRC VAT	3,679.85
		Community Acct TOTAL £	4,369.85

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

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) A	6,438.23		
Receipts this month (Community Account) (listed above): B	4,369.85		
Transferred from Savings Account			
Payments this month (listed above): C		1,973.32	
Cash Book Balance Carried Forward (=A+B-C-D) Community Account Balance			8,834.76
Business Saver Account Opening Balance 1/4/20 - £4,630.31			
6/6/22 Interest	0.35		
Transferred from Community Acct	29,327.91		
Transferred to Community Acct (from reserves)		2,333.00	
5/9/22 Interest	8.86		
28/11/22 Transferred to Community Acct		750.00	
5/12/22 Interest	17.63		
			31,652.06
Cash in Bank			40,486.82
Allocated Funds (Listed Below)			30,735.57

Details	CR	DR	
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND			£9,751.25

12.4. Allocated funds for the financial year commencing 1-4-22:

Details	Opening Balance 1/4/22	CR/DR	Balance
Proposed Village Hall Site (Lease) I Garnham Fencing 31/8	1,897.00	-1,344.00	553.00
Street Lights	1,478.68		1,478.68
Contingency Fund CCTV 31/8 Grant SCC Platinum Jubilee 31/8 Tree Pollarding @ Pocket Park	12,979.80	-789.00 -200.00 -750.00	11,240.80
CIL Payment receive 20/4/22	1,371.93	15,091.16	16,463.09
Neighbourhood Plan	0.00		0.00
Cycle Path	1,000.00		1,000.00
Post Horn Payment made 3/5/22	400.00	-400.00	0.00
Room Hire Payment made 23/1/23	140.00	-140.00	0.00
Electricity Payment made 3/5/22	670.73	-670.73	0.00
TOTAL £	19,938.14		30,735.57

13. To approve the 2023/24 budget:

The Clerk presented the budget to the Council and members of the public. Expenses will increase this year by £1,280.24 to £29,490.24 the predicted income is £3,600, £500 will be taken from the reserves which leaves an amount of £25,390 to be funded by precept. Councillors unanimously approved the budget.

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

The Council require a precept of £25,390. A Band D property will pay £49.88 per year Council Tax a £1.07 increase. Councillors unanimously approved the precept.

15. To receive reports from Working Groups:

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

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

15.3. Cycle Path Group (PJ) - Cllr Jones would like to put a noticeboard up showing all the Footpaths in the area.

15.4. Diss & District Neighbourhood Plan (DDNP) (Graham Moore, Corinne Moore, Dola Ward)

Currently under inspection

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

- Chased the fly tipping on Scole Common but this is on private land.

15.6. Community Centre (PJ)

- Final plans have been submitted to South Norfolk Council.

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

No incidents to report.

17. To receive and discuss items from Parish Councillors:

Cllr Fisher

- Condition of roads in the parish – Clerk has reported all pot holes to NCC Highways.

Cllr Blakesley

- Two accidents on the Scole roundabout, caused by the low sun.

18. 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.

19. To receive items for the next Agenda:

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

20. Next meeting of the Parish Council is on Monday 27 February 2023 at 7.00 pm.

Meeting closed at: 20:12pm.