

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 18 December 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 G Fisher, Cllr Lady R Mann, Cllr T McEwen and Cllr L Trevail

In attendance: Sara Campbell (Clerk), District Councillor C Hudson, County Councillor M Wilby

- 1. To consider accepting apologies for absence:** Apologies received and approved for Cllr J Ward & Cllr D Ward. Cllr W Mann was not in attendance.
- 2. To approve the minutes of the Parish Council Meeting held on 23 October 2023:**
The minutes of the Parish Council Meeting held on 27 November 2023 (pages 1-6 of 6 previously circulated to all members, were proposed for approval by Cllr G Fisher seconded Cllr L Trevail and unanimously agreed.

Cllr G Blakesley arrived at 19:08

- 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
Cllr G Blakesley – C & G Trenching
Cllr J Ward – Scole Parish Hub
Cllr D Ward – Scole Parish Hub
Cllr Jones – Scole Community Centre and SNTT
Cllr C Brooks – SNTT
Cllr G Fisher – SNTT
Cllr L Trevail – SNTT

- 4. To receive questions or comments from the parishioners:**

None

- 5. To receive the reports from the District & County Councillors:**
County Cllr Wilby

- As part of the Household Support Fund, all 47 of Norfolk libraries will be offering free winter support items until the end of March 2024 (while stocks lasts). These include, Hot water bottles, Blankets, Toiletries To Go bags, Tricky Period bags, Hot drinks and Just a Cuppa sessions. All details can be found at www.norfolk.gov.uk/libraries Details of the Household Support Fund are at www.norfolk.gov.uk/costofliving

District Council C Hudson

- South Norfolk Village Clusters Consultation opened on 11 December 2023 and is open until 5 February 2024 – there is a good virtual presentation at:-
<https://www.southnorfolkandbroadland.gov.uk/news/article/386/south-norfolk-s-village-cluster-consultation-opens>
- Reminder to everyone, if you are flooded in any way even just your garden please report it to
<https://www.norfolk.gov.uk/safety/floods/report-a-flood>
- The Pride in Place & Clean-up grant funding schemes will be open for applications until March.

6. To receive the Clerks Report:

None

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

No update

- 7.1. To decide what action to take regarding the unsigned lease:
Clerk to update the lawyers on the current position regarding the lease.**

8. To receive an update on the Parish Partnership application:

A Parish Partnership application has been made to Norfolk County Council, to install speed limit repeaters on Bungay Road. Cost to Parish Council will be approx £1,600. Decision will be made by NCC in March 2024.

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

Cllr Jones to contact the Suffolk County Council Highways Engineer.

10. To receive an update on the incident on St Andrews Road with a vehicle damaging a streetlight:

Team C have agreed to replace the column, waiting for the work to be undertaken by Cozens.

11. To adopt a Biodiversity Policy: Defer to next meeting

12. To adopt a Biodiversity Action Plan: Defer to next meeting

13. PLANNING

13.1. To Comment on and recommend for Approval/Refusal any Current planning applications:

None

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

None

14. FINANCE

14.1. To approve payments:

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
Online	Sara Campbell	Salary & Expenses	938.76	7.18	
Online	C & G Trenching	Ditching Work	300.00		
Online	Cozens	Streetlight maintenance	66.00	11.00	
Online	Sara Campbell	Salary & Expenses	621.45		
Online	ICO	Data Protection Fee	40.00		
Online	Cozens	Streetlight Maintenance	66.00		
Online	PWLB	Loan Repayment	970.12		
Online	NPTS	Training Cllr W Mann	52.00		
Online	Chris Brooks	Village Maintenance Expenses	159.02		
Online	Bowls Club	\$106	1,800.00		
Online	Npower	Electricity November 2023	184.05		
		TOTAL £	3,892.64		

Proposed Cllr C Brooks, seconded Cllr L Trevail and unanimously agreed.

14.2. Receipts (B):

Date	Account	Received From	Amount
10/11/23	Community	SNC – \$106	590.00
29/11/23	Community	SNIT – Poppy Money	22.10
15/12/23	Community	SNC – \$106 Bowls Club	1,800.00
		Community Acct TOTAL £	2,412.10

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

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) A	10,065.42		
Receipts this month (Community Account) (listed above): B	2,412.10		
Transferred from Savings Account			
Payments this month (listed above): C		3,892.64	
Cash Book Balance Carried Forward (=A+B-C-D) Community Account Balance			8,584.88
Business Saver Account			
Opening Balance 1/4/23 - £31,691.34			
23/5/23 Transferred to Community 1,750.00			
5/6/23 Interest 62.51			
4/9/23 Interest 80.40			
Poppy Wreath payments 154.70			
			30,241.95

Details	CR	DR	
Cash in Bank			38,826.83
Allocated Funds (Listed Below)			35,149.00
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND			£3,677.83

14.4. 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

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,) - Nothing.

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

Nothing.

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

- Culvert under the A140 has been dug out, needs Highways to sort – **Clerk to report**

- SAM2 machine has been on Bungay Road for 2 months, **Cllr Blakesley will get the cable for the Clerk to download the data.**

15.6. Community Centre (PJ) – Plans are still with building control.

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

None. Anglian Water have stated they are allowed to use an open ditch in an overflow situation, Environment Agency say "no" they can't.

17. To consider any training requirements for Councillors:

Cllr Mann booked for whole day Induction Course on 23 November 2023 was unable to attend, unfortunately we did not cancel the training so will have to pay. Cllr Mann to attend an Induction Course.

18. To receive and discuss items from Parish Councillors:

Cllr G Blakesley

- Fence at proposed village hall site will be installed during January.

Cllr C Blakesley

- Lights still on in Clements Close at 4.00 am

Cllr L Trevail

- Would like it recorded that the road works on The Street are good.

19. To receive an update on correspondence received:

Relevant correspondence has been circulated to Councillors.

20. To receive items for the next Agenda:

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

21. Next meeting of the Parish Council is on Monday 22 January 2024 at 19:00.

Meeting closed at: 19:46

DRAFT