



SCOLE PARISH COUNCIL

MINUTES of the Parish Council Meeting held Thursday, 19th March 2020 at Scole Community Centre, Ransome Avenue, Scole

Councillors Present: Cllr C Blakesley, Cllr C Brooks, Cllr R Buckenham, Cllr G Fisher, Cllr P Jones, Cllr G Moore (Chair),

In attendance: The Parish Clerk

MINUTES	ACTION										
1. Apologies accepted from: Apologies were received from Cllr Lady R Mann, Cllr L Trevail and Cllr J Ward											
2. To approve the minutes of the Parish Council meeting held on 24th February 2020: The minutes of the meeting (pages 1163 – 1168 on 24 th February 2020 previously circulated to all members, were proposed by Cllr G Moore, seconded Cllr C Blakesley 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. Reports from District & County Councillors: Neither in attendance.											
6. To receive the Clerk's Report: The Clerk brought to the attention of the Council: <ul style="list-style-type: none"> • E-mail regarding South Norfolk Council Covid 19 workshops. • E-mail regarding Gooderham Farm on Waveney circa 1700-1832. • E-mail from a parishioner regarding the siting of the proposed Scole – Diss cycle path. • Letter from Norse confirming they will no longer provide grass cutting services. • E-mail from CGM Group regarding quotation for grass cutting. • CRIME FIGURES SCOLE AND DICKLEBURGH: <table data-bbox="395 1384 1066 1563"> <tr><td>Criminal Damage</td><td>2</td></tr> <tr><td>Domestic</td><td>3</td></tr> <tr><td>Race or Religious aggravated public fear</td><td>1</td></tr> <tr><td>Public Fear, Alarm or Distress</td><td>1</td></tr> <tr><td>Theft or unauthorised taking of a motor vehicle</td><td>1</td></tr> </table> 	Criminal Damage	2	Domestic	3	Race or Religious aggravated public fear	1	Public Fear, Alarm or Distress	1	Theft or unauthorised taking of a motor vehicle	1	
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7. To agree to adopt the three Norfolk County Council streetlights situated within Lot 1: Nothing received from Norfolk County Council.											
8. To discuss Village Traffic Concerns:											
8.1. General Traffic Concerns <ul style="list-style-type: none"> • Bridge Road/Robinson Road junction extremely dangerous for the vehicles exiting Robinson Road, Clerk will contact District Councillor Wilby for suggestions on improvements. 											
8.2. To receive any verbal reports of accidents within the parish <ul style="list-style-type: none"> • Car on the village side of the south quadrant. 											
9. To consider and agree a process of extending the delegation of Council decisions to the Clerk during any period of restricted activity declared by the Government in respect of the Covid 19 virus. Such delegation to											



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	<p>enable the Council to fulfil it's responsibilities to it's residents: The Clerk will circulate any decisions requiring an urgent decision to all Councillors, following their response and with the agreement of the Chairman the Clerk will make the decision. Any decisions made using this power will be listed and ratified at the first physical meeting of the Council in the future. Proposed Cllr Blakesley, seconded Cllrs Jones and unanimously agreed.</p>																																																	
10.	<p>To agree the completed South Norfolk Village Clusters Housing Allocations document: Parish Information form prior to submission: The Clerk completed the form which was unanimously agreed.</p>																																																	
11.	<p>To consider a Cycle Path from Scole to Diss alongside A1066 Meeting arranged for today with Gary Overland and District Councillor Wilby was cancelled due to the Coronavirus.</p>	Cllr Jones																																																
12.	<p>To consider the deviation of the Public Footpath across the land at Flax Farm: Cllr Jones to investigate the process for this. Cllr Brooks will give Cllr Jones the Footpath file.</p>	Cllr Jones Cllr Brooks																																																
13.	<p>To review the current sewerage provisions within the parish: Still waiting for details.</p>	Cllr Buckenham																																																
14.	<p>To receive an update on the land for the proposed Village Hall on Norwich Road: No update.</p>																																																	
14.1.	<p>To approve the prospective developers positioning a site hut on the Parish Council land for the proposed village hall. No response with the architects regarding the site hut.</p>																																																	
15.	<p>To receive an update on the land known as "Stuston Pocket Park": Cheque to be signed tonight for completion.</p>																																																	
16.	<p>To receive an update from the Planning Group on any new & o/s planning applications:</p>																																																	
16.1.	<p>To comment on and Approve/Refuse any current planning applications: None</p>																																																	
16.2.	<p>To receive an update on any Previous planning applications: None</p>																																																	
17.	<p>FINANCE</p>																																																	
17.1.	<p>AUTHORISATION FOR PAYMENT:</p> <table border="1"> <thead> <tr> <th>PAY TYPE</th> <th>PAYEE</th> <th>DESCRIPTION</th> <th>ACTUAL AMOUNT</th> <th>VAT</th> <th>PAYE</th> </tr> </thead> <tbody> <tr> <td>102378</td> <td>Sara Campbell</td> <td>Salary & Expenses</td> <td>483.60</td> <td></td> <td>37.80</td> </tr> <tr> <td>102379</td> <td>HMRC</td> <td>PAYE</td> <td>113.40</td> <td></td> <td></td> </tr> <tr> <td>102380</td> <td>Steeleslaw</td> <td>Transfer of land from Suffolk County Council</td> <td>643.00</td> <td></td> <td></td> </tr> <tr> <td>102381</td> <td>Chris Brooks</td> <td>Litter Picking Expenses</td> <td>75.60</td> <td></td> <td></td> </tr> <tr> <td>102382</td> <td>Westcotec</td> <td>Lighting Maintenance</td> <td>275.89</td> <td>45.98</td> <td></td> </tr> <tr> <td>D/D</td> <td>E-on</td> <td>Electricity – Feb 2020</td> <td>77.82</td> <td>12.97</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE	102378	Sara Campbell	Salary & Expenses	483.60		37.80	102379	HMRC	PAYE	113.40			102380	Steeleslaw	Transfer of land from Suffolk County Council	643.00			102381	Chris Brooks	Litter Picking Expenses	75.60			102382	Westcotec	Lighting Maintenance	275.89	45.98		D/D	E-on	Electricity – Feb 2020	77.82	12.97								
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TOTAL £			1,669.31	58.95	37.80
Proposed Cllr Moore, seconded Cllr Jones and unanimously agreed.					
17.2.	RECEIPTS THIS MONTH:				
	Date	Account	Received From	Amount	
	TOTAL £			0.00	
17.3.	ALLOCATED FUNDS				
	Details	Balance 31/3/19	CR/(DR)	Balance /4/19	
	Proposed Village Hall Site (Legal Fees, Ground Work)	4,000.00		4,000.00	
	Street Lights Westcotec Upgrade to LED 19/11/19	2,255.68	2,500.00 (2,772.00)	4,755.68 1,983.68	
	Contingency Fund	4,418.82	4,960.18	9,379.00	
	CIL	457.36	884.18	1,341.54	
	Volunteer Award (Scole Community Areas)	470.00	(470.00)	0.00	
	TOTAL £	11,601.86		16,704.22	
17.4.	RESPONSIBLE FINANCE OFFICER REPORT:				
	Details	CR	DR		
	Cash Book Balance Brought Forward (Community Account) A	16,031.72			
	Receipts this month (Community Account) listed above: B	1,669.31			
	Payments this month (listed above): C				
	Cash Book Balance Carried Forward (=A+B-C) Community Account Balance			14,362.41	
	Business Saver Account Balance at 1/4/19 - £4,619.18 Interest		8.53	4,627.71	
	CASH IN BANK			18,990.12	
	LESS ALLOCATED FUNDS			(16,704.22)	
	AVAILABLE TO SPEND			2,285.90	
18.	To receive and discuss items from Committees/Groups:				
18.1.	Employment Group (CAB, PJ) – Clerk’s Appraisal needs to be completed – Clerk needs to complete the form to start the process.				Clerk
18.2.	Finance Group (GM, COB, JJ) – Year End Audit due April/May				



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18.3.	<p>Scole Community Centre & Playing Field (SCCPF) (CAB)</p> <ul style="list-style-type: none"> • AGM Postponed • All football cancelled 	
18.4.	<p>Diss & District Neighbourhood Plan (DDNP) (GM, CM, LT)</p> <ul style="list-style-type: none"> • Calling for volunteers. • Green Spaces allocations need to be with the Consultants by end April. Important to keep Green Space between Scole & Diss to maintain a boundary between the two settlements. • Need to transfer the Neighbourhood Plan allocated money £1,500 to DDNP beginning of April. <p>18.4.1 To appoint Corinne Moore as a member of the Neighbourhood Planning Group Cllr Brooks proposed that Corinne Moore becomes a member of the Neighbourhood Planning Group, seconded Cllr Jones and unanimously agreed.</p> <p>18.4.2 To give delegated authority to Corinne Moore Ward to discuss and debate items relating to the Neighbourhood Plan feeding back recommendations for all decisions to be made by Full Council Cllr Brooks proposed that Corinne Moore is able to discuss and debate items relating to the Neighbourhood Plan and to feedback recommendations for all decisions to be made by Full Council, seconded Cllr Jones and unanimously agreed.</p> <p>18.4.3 Greater Norwich Local Plan (GNLP) Consultation: Consultation now closed.</p>	
18.5.	<p>Funding Opportunities and Charities Group (GF, COB, PJ, LT) – Scole Nature Trails Trust:</p> <ul style="list-style-type: none"> • Was not successful in getting the funding for the two canoe platforms. • Graham Fisher resigned from Funding Group 	
18.6.	<p>Scole Community Areas (COB) Volunteers have worked in excess of 135.5 hrs this month. They have :-</p> <ul style="list-style-type: none"> • The Environment Agency River Waveney upgrade planned did not start on Wednesday 26 February, 2020 due to the high water levels. They have started by removing a fallen tree on 16th March. • Has been gifted a knife mower from SNC. • The memorial bench is sited next to the river on the north bank of the River Waveney. • The churchyard had it's first major work party on 7th March with 11 volunteers putting in 32.5 hours. • All the parish signs have been cleaned of grime and algae. • Volunteers from River Waveney Trust and Scole Nature Trails Trust and three Environment Agency Officers planted trees on the south side of the river between Billingford and Hoxne. • A River Fly larvae survey has been completed. • A bench made by Cllr Brooks has been sited on the bridleway beside the A140. • Coronavirus has stopped RWT meetings which will slow up any work on the river. 	
18.7.	<p>Scole Village Hub</p>	



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<ul style="list-style-type: none"> Nothing to update waiting for the builder to complete the purchase of the land and the money is available. 	
<p>19. To receive an update on any meetings attended: Cllr Brooks – Footpath Seminar 28/2/20 & Diss Town Council 5/3/20 Cllr Moore – Diss & District Neighbourhood Plan & Diss Town Council 5/3/20</p>	
<p>20. To receive and discuss items from Parish Councillors:</p> <ul style="list-style-type: none"> No items from Councillors. 	
<p>21. Correspondence received – the Clerk previously circulated a list of correspondence received by email and post this month. If Councillors would like a copy of any correspondence, please ask the Clerk.</p>	
<p>22. To receive items for the next Agenda any additional suggestions for agenda items please contact the Clerk.</p>	
<p>Date of next meeting: Due to the current Coronavirus situation it may be difficult to hold meetings but currently proposed as 27 April 2020 at 7.00</p>	
<p>22. pm.</p>	
<p>23. Meeting Adjourned at 8.25 pm</p>	

DRAFT