

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 27th October at 7.00 pm at Scole Community Centre, Ransome Avenue, Scole.

Councillors Present: Cllr P Jones (Chair), Cllr C Brooks, Cllr G Fisher, Cllr D Ward, Cllr J Ward, Cllr T McEwen, Cllr G Blakelsey, Cllr J Orford

In attendance: Alison Cowles (Clerk)
County Cllr M Wilby
Three Members of the public

1. To consider accepting apologies for absence:

None received

2. To approve the minutes of the Parish Council Meeting held on 22nd September 2025:

The minutes of the Parish Council Meeting held on 22nd September 2025 (pages 1-7) were proposed for approval by Cllr Fisher and seconded Cllr J Ward and all agreed.

3. To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:

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

4. To receive questions or comments from the parishioners:

Three MOP attended. Two were concerned with the planning application 2025/2842. Residents are concerned about the potential increase in traffic movements, light pollution and possible extended operating hours. Clerk to write to Planning to put these points across and confirm that the current business hours should not be amended.

5. To receive the reports from the District & County Councillors:

County Councillor Wilby

We were all stunned and shocked by the devastating fire at St John's Church on Wednesday 1st of October, thankfully no one was hurt. The Church is at the heart of our community in Harleston and many people and groups used the Church on a daily basis. The archdeacon Steven Betts has said "we would expect to do whatever work is necessary to get it back into the heart of the community" so it will be repaired and restored back for the whole community to use.

NCC is inviting residents, schools, businesses and community groups to take part in Norfolk's 1 Million Trees project. Since 2020, thousands of trees and hedges have already been planted, and we need your help to keep growing. Through our subsidised scheme, you can apply for native tree packs (with protection included) at up to 50% off. More information can be found here www.norfolk.gov.uk

NCC and First Bus have joined forces to bring an additional 24 brand new electric double-decker buses to Norfolk as well as supporting infrastructure at two key bus depots. Adding to the current fleet of 76 buses already operating, this is another major step forward in the county's journey toward greener public transport.

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

On Wednesday 16th October the flood team alongside the Environment Agency. They wanted to check on any incidents since January this year.

It was explained the problem with the pipes from Robinson road to Bungay road pumping station. Between them they had asked Anglian water for footage from the camera survey that was carried out by them in January.

Anglian water refused the request.

The Environment agency now wants to do their own camera survey.

Cllr Fisher has agreed they can cross his property to access the culvert that takes water from 450mm pipe to the open ditch that runs through lot 2, under the A143, into the river.

They need dry weather and will arrange with me to schedule the work. They will continue to investigate to find the source of the problem.

7. To receive the Clerks Report and an update on any correspondence received:

There has been a further delay on the remedial work on the footpath between Scole and Diss. This is expected to be done in the next couple of weeks.

Drainage and Flooding on Bridge Road/Robinson Road has been dealt with by Highways.

8. To update Councillors on recent resignations of three Councillors

Cllr R Mann, Cllr W Mann and Cllr L Trevail have resigned from the Parish Council. Chair P Jones will write and thank them for their service to the Parish during their time in office.

9. To consider Festive Lights in the Village

Cllr Blakesley has been approached by a resident to put festive lights in the village. It was decided that the council would look into putting a Christmas Tree up on the junction of Bungay Road/Norwich Road junction. Cllr Jones to see if resident nearby would provide an electric source. MOP was confident that they would contact the local Garden Centre to see if they would donate a tree. Cllr Blakesley to get prices for lights.

10. To discuss Greener Growth

Cllr McEwen informed the council that Greener Growth support community projects to enhance small plots of land to plant fruit trees and plants that will benefit the local community. Cllr Brooks felt this had already been achieved in the village and it was suggested that Cllr McEwen contacts the village primary school about this.

11. To decide on names to submit to Hopkins Homes in consideration of their chosen Flora and Fauna theme:

As discussed at the meeting the following names have been suggested to Hopkins Homes for the new development: Chiffchaff, Woodpecker, Firecrest, Wren, Skylark, Red Kite, Grey Partridge, Kestrel, Dunnock, Orchid, Cowslip, Blackthorn, Hazel, Alder, Rowan and Primrose.

12. PLANNING

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

2025/2842

Location: Warehouse At Waveney View Waterloo Lane Scole Norfolk IP21 4DJ

Proposal: Variation of condition (3) removal of specific company name of permission 2013/1954 (which gave consent to additional extension to approved scheme 2012/1620 to extend the existing warehouse) decision date 24/04/2014

Application Type: Removal/Variation of Condition (S73 / S19):

Clerk to write to council to confirm no objections as long as the current hours of business are not increased.

12.2. To receive an update on any previous planning applications: Non received

13. FINANCE

13.1. To approve receipts & payments (Appendix A)

Payments list previously circulated to all councillors and available on the website is proposed by Cllr J Ward, seconded Cllr G Fisher and unanimously agreed-**Noted**

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

Details	CR/(DR)	BALANCE
Community Acct Balance B/fwd:		19,487.31
Total Receipts	0.00	
Total Payments	8,666.17	
Transferred from Business Saver Account	0.00	
Community Account Balance (after payments)		10,821.14
Business Saver Account		
8 September Interest Received	86.35	26,100.89
TOTAL Cash in Bank		36,922.03
Allocated Funds (Listed Below)		31,539.85
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND		5,382.18

13.3. Allocated funds for the financial year commencing 1-4-25:

Details	Closing Balance 31/3/24	CR/DR	Balance
Contingency Fund 1/4/2025	11,720.85	2,355.91	14,076.76
CIL	16,463.09		16,463.09
Cycle Path	1,000.00		1,000.00
TOTAL £	33,749.00		31,539.85

Proposed Cllr Orford Seconded Cllr McEwen – All agreed

14. To receive reports from the current Working Groups:

- 14.1. Employment Group (GB)** – Need another councillor to join this group
- 14.2. Internal Control (PJ, JW, TM)** – Nothing to report
- 14.3. Cycle Path Group (PJ,)** - Clerk to contact Highways for a further update on the path between Diss and Scole.
- 14.4. Diss & District Neighbourhood Plan & Management Review Group (DDNPMRG) (DW)** G Moore has resigned his position on the Working Group-Cllr Jones will thank him for his contribution over the years. Need another Councillor to join this group.
This group is ticking over devolution may change the long term perspective.
- 14.5. Scole Nature Trails Trust Group (COB, GF)** Another fallen tree removed from permissive path. All cutting and clearance work up to date, including the churchyard conservation area.
- 14.6. Community Centre (PJ)** – Hoping to install another piece of play equipment and install a fence between the car park and play area/
- 14.7. Scole Parish Hub (DW, JW)** Nothing to report
- 14.8 Devolution Working Group (PJ, JW)** Devolution is still a hot topic, and it seems likely that there will be a Mayor for Norfolk and Suffolk. It is still unclear how the changes will affect Town and Parish Councils.

15. To consider training for Parish Councillors:

None required

16. To receive and discuss items from the Parish Council

Police dog training has been held at Pocket Park.

Clements Close sign has been repainted.

Police have been involved in an incident at the Pocket Park where suspected illegal behaviour has been reported.

Hedge on the corner of Diss Road/Bridge Road junction overhanging the footpath – Clerk to write to the occupant to maintain

17. To receive items for the next Agenda:

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

18. Next meeting of the Parish Council is on 24th November 2025 at 19:00

Meeting closed at 21.00

APPENDIX A

Payment List

Scole Parish Council
PAYMENTS LIST

27 October 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
54	Community Centre	27/10/2025	13.1	Barclays Community		Community Centre	Scole Community Centre (:	E	2,500.00		2,500.00
55	SNTT	27/10/2025	13.1	Barclays Community	S137		SNTT	E	2,350.00		2,350.00
56	Post Horn	27/10/2025	13.1	Barclays Community	S137		Post Horn	E	500.00		500.00
57	Streetlight Maintenance Contra	27/10/2025	13.1	Barclays Community		Village Maintenance Expenses	Cozens	S	55.00	11.00	66.00
58	Stationery	27/10/2025	13.1	Barclays Community		Printer Supplies	Eurooffice	S	19.94	3.99	23.93
59	NPower	27/10/2025	13.1	Barclays Community		Electricity	NPower Business Solutions	L	358.79	17.94	376.73
60	External Audit	27/10/2025	13.1	Barclays Community		Audit	PKF Littlejohn LLP	S	210.00	42.00	252.00
61	Poppy Wreath	27/10/2025	13.1	Barclays Community	S137		Royal British Legion	S	273.75	54.75	328.50
62	Dog Bin Maintenance	27/10/2025	13.1	Barclays Community		Village Maintenance Expenses	South Norfolk Council	S	1,251.00	250.20	1,501.20
63	Employee Expenses	27/10/2025	13.1	Barclays Community		Salary & Expenses	Alison Cowles	E	14.40		14.40
63	WFH Allowance	27/10/2025	13.1	Barclays Community		Salary & Expenses	Alison Cowles	E	182.00		182.00
63	Clerk's Salary	27/10/2025	13.1	Barclays Community		Salary & Expenses	Alison Cowles	E	328.92		328.92
64	Website	27/10/2025	13.1	Barclays Community		Salary & Expenses	Sara Campbell	S	12.99	2.60	15.59
64	Employee Expenses	27/10/2025	13.1	Barclays Community		Salary & Expenses	Sara Campbell	E	7.20		7.20
64	RFO Salary	27/10/2025	13.1	Barclays Community		Salary & Expenses	Sara Campbell	E	219.70		219.70
Total									8,283.69	382.48	8,666.17

Receipts

Scole Parish Council
RECEIPTS LIST

27 October 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
4	Interest	07/10/2025		Barclays Saver		Bank Interest	Barclays Bank	E	86.35		86.35
Total									86.35		86.35