

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 27 November 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, Cllr L Trevail, Cllr D Ward and Cllr J Ward

In attendance: Sara Campbell (Clerk), District Councillor C Hudson & District Councillor D Thompson, Joel Pailes & Tracy Lincoln from South Norfolk Council and 1 member of the public

1. **To consider accepting apologies for absence:** Apologies received and approved for Cllr W Mann.
2. **To approve the minutes of the Parish Council Meeting held on 23 October 2023:**

The minutes of the Parish Council Meeting held on 23 October 2023 (pages 1-7 of 7 previously circulated to all members, were proposed for approval by Cllr G Blakesley 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
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:**

Member of the public:

 - Thanked Thelveton Estates for putting logs in the gateway at Thelveton preventing more fly tipping.
5. **To receive the reports from the District & County Councillors:**

County Cllr Wilby

 - Clerk read the report from County Councillor

District Council D Thompson & District Council C Hudson

 - Finally, the work has commenced to improve the road surface at the junction of Norwich Road/Bridge Road.

- It is very important that any residents affected by **flooding** report the flooding to Norfolk County Council.
- The Pride in Place & Clean-up grant funding schemes will open for applications in December.
- District Cllr Hudson would like to know the Councils decision regarding the planning application for Scole Inn.

6. To receive the Clerks Report:

The Clerk brought to the attention of the Council:-

- The Pride in Place Grant
- An email regarding Planning Application 2023/1729, this currently has a long extension.
- An email regarding the Winter Pressures Grant
- An email regarding the Handy Person Scheme for older and vulnerable residents.
- An email regarding the Review of Polling Districts
- An email regarding the Boudica Ultramarathon 20 July 2024

7. Joel Pailes from South Norfolk Council to provide a Community Infrastructure update:

Joel Pailes and Tracy Lincoln, officers from South Norfolk Council (SNC), attended the meeting to provide an update on the release of \$106 money for the Scole Hub Project. Having undertaken a feasibility study SNC it was identified that the current Scole Parish Hub is not a practical project. SNC will not allow access to the \$106 fund for re-design.

The Scole Community Centre improvements is a smaller project in both size and scope, therefore, SNC Community Infrastructure Fund are willing to co-fund this project along with the Football Foundation and the Platinum Jubilee Fund.

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

As above.

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

Until the promise of funding is secured the Hub will not be signing the lease.

8.2. Update on removal of the rubbish on the site for the Scole Parish Hub

Cllr Blakesley to chase the contractor re the fencing of the site.

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

The Clerk updated councillors on the latest email from Suffolk County Council. Structures Inspector Jon Lewis will undertake this project as part of his volunteering time Cllr Jones to arrange a site visit between him and the contractor installing the plaque, so the details of the works can be agreed and supervised.

10. To consider if the parish have any projects for the Parish Partnership Scheme:

Following the recommendations from Gary Overland at Norfolk County Council Highways to try and improve the speeding traffic on Bungay Road, it was agreed to apply for Parish Partnership funding for repeater signs. Proposed Cllr J Ward, seconded Cllr G Blakesley and unanimously agreed.

11. To approve the Council moving its bank account from Barclays to Unity Trust or Lloyds Bank.

Cllr J Ward proposed moving to Lloyds Bank, seconded Cllr Lady Mann and unanimously agreed.

Signatories will be - Cllr Jones, Cllr J Ward, Cllr E McEwen and Cllr G Blakesley.

12. To report a recent incident on St Andrews Road with a vehicle damaging a streetlight.

On Thursday 30th October a lorry from Team C reversed into a streetlight knocking it over and making it dangerous. Cozens attended within a couple of hours and made the light safe costing the Council £312, to replace the column Cozens quoted £1850. The Clerk has spoken with Simon Lewis the Transport Manager at Team C, who has agreed to pay for the repair.

13. To consider the options to change the road layout in Scole to reduce speeding traffic:

Suggestions for improvements are:

- Diss Road STOP sign at junction with Bridge Road. Proposed Cllr McEwen, seconded Cllr Brooks and unanimously agreed. **Clerk to email Gary Overland at NCC Highways.**
- Dangerous hedge, investigate highways planning. **Clerk to email Gary Overland.**

14. To ratify the work undertaken by C & G Groundworks to undertake emergency ditch work to assist with the flow of water to avoid future flooding:

Highways technician attended with a shovel! C & G Groundworks were asked to use the digger to undertake the ditch work necessary to establish a flow of water to avoid future flooding. Cllrs C & G Blakesley did not vote. Proposed Cllr J Ward, seconded Cllr C Brooks and unanimously agreed.

Cllr Fisher asked if the water holding tanks near Lot 2 have been maintained, **Clerk to speak to NCC Highways.**

15. To consider what the Parish Council can do to comply with the Biodiversity Duty to conserve and enhance biodiversity introduced by The Environment Act 2021:

15.1. To agree to adopt a Biodiversity Policy: Cllrs agreed to adopt a policy the details to be agreed

15.2. To consider adopting a Biodiversity Action Plan: Cllrs agreed to adopt a Biodiversity Action Plan, details to be agreed.

16. PLANNING

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

REFERENCE: 2023/2961

Applicant: Charlie Yiasemis

Location: Scole Inn Hotel The Street Scole Norfolk IP21 4DR

Proposal: Erection of temporary marquee to provide additional seating area with concrete hardstanding

Application Type: Full Planning Permission

Comment: The Council strongly support this application. Proposed Cllr J Ward, seconded Cllr E McEwen and unanimously agreed.

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

None

17. FINANCE

17.1. 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	Cozens	Make streetlight safe St Andrews	312.00	52.00	
Online	SNTT	Re: CCTV Installation	94.08		
Online	SNTT	\$137 Donation	2,200.00		
Online	Post Horn	\$137 Donation	400.00		
		TOTAL £	4,310.84	70.18	

Proposed Cllr J Ward, seconded Cllr E McEwen and unanimously agreed.

17.2. Receipts (B):

Date	Account	Received From	Amount
31/10/23	Community	HMRC VAT	1,194.32
		Community Acct TOTAL £	1,194.32

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

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) A	13,181.94		
Receipts this month (Community Account)(listed above): B	1,194.32		
Transferred from Savings Account			
Payments this month (listed above): C		4,310.84	
Cash Book Balance Carried Forward (=A+B-C-D) Community Account Balance			10,065.42
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
Cash in Bank			40,307.37
Allocated Funds (Listed Below)			35,149.00
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND			£5,158.37

17.4. 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 22/5/23 £100 for streetlight Clements Close	11,240.80	3,013.43 -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 22/5/23 Westcotec re repair of streetlight		1,650.00 -1,650.00	1,650.00 0.00
TOTAL £	30,735.57		35,149.00

18. To receive reports from Working Groups:

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

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

18.3. Cycle Path Group (PJ,) - Nothing.

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

Nothing, this can be removed from the Agenda.

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

- The River Waveney Trust are undertaking weekly sampling of the water.

18.6. Community Centre (PJ) – Nothing.

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

A sampling kit will be purchased by SNTT.

Cllr Lady Mann left the meeting at 21:05

20. 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.

21. To receive and discuss items from Parish Councillors:

Cllr G Blakesley

- Chevron sign on A140/A1066 roundabout still not repaired.
- Canoe launch needs posts to show where the launch ends as impossible to see when the water level is raised.
- Problems with blocked drains on Low Road, being caused by fat being put down the drains at Kings Close. Anglian Water have unblocked the drains.

Cllr T McEwen

- Concerned about the lighting on St Andrews Road.

22. To receive an update on correspondence received:

Relevant correspondence has been circulated to Councillors.

23. To receive items for the next Agenda:

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

24. Next meeting of the Parish Council is on Monday 18th December 2023 at 19:00.

Meeting closed at: 21 :15 pm.