

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Annual Parish Council Meeting held on Thursday 30 May 2024 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 W Mann, Cllr L Trevail, Cllr J Ward & Cllr D Ward

In attendance: Sara Campbell (Clerk), District Councillor C Hudson, County Councillor M Wilby and 1 member of the public.

1. To elect a Chair:

Cllr Brooks proposed that Cllr Jones is elected to the role of Chair, seconded Cllr G Blakesley and unanimously agreed.

2. To receive the Chair's declaration of office:

Cllr Jones signed the Declaration of Acceptance of Office before the Proper Officer of the Council.

3. To appoint a Vice-Chair

Cllr Jones proposed that Cllr Blakesley is elected to the role of Vice-Chair, seconded Cllr Brooks and unanimously agreed.

4. To consider accepting apologies for absence: Apologies received and approved for Cllr McEwen.

5. To approve the minutes of the Parish Council Meeting held on 22 April 2024:

The minutes of the Parish Council Meeting held on 22 April 2024 (pages 1-5 of 5) were proposed for approval by Cllr C Blakesley seconded Cllr J Ward and unanimously agreed

6. 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

7. To receive questions or comments from the parishioners:

None

- 8. To receive the reports from the District & County Councillors:**
County Cllr Wilby – Councillor Wilby gave his report
District Cllr Hudson – District Cllr Hudson gave his report and will send the Clerk an annual summary report.
- 9. To receive the Clerks Report and an update on correspondence received:**
 The clerk updated the Council on the following item:
- .
- 10. To approve the continuation of the following policies:**
10.1. Standing Orders
10.2. Financial Regulations
10.3. Annual Review of Effectiveness of Internal Control
 It was proposed by Cllr C Blakesley to continue with these policies, seconded Cllr Ward and unanimously agreed.
- 11. To agree that the Chair will not be convening the Annual Parish Meeting:**
 The Clerk explained that legislation says that a parish meeting may be convened by the chairman of the parish council, any two parish councillors or six electors (LGA 1972, sch 12, para 15). Councillors discussed the relevance of this meeting, they reiterated that all members of the parish are welcome at any meeting of the Parish Council to update on their parish group. Cllr Trevail proposed that the Chair of the Parish Council doesn't call the Annual Parish Meeting, seconded Cllr C Blakesley, 9 councillors voted for the motion and 1 councillor abstained.
- 12. To receive an update on the installation of a plaque on the south side of Scole Bridge:**
 This is in the hands of Gary Waterfield to install the plaque and liaise with John Lewis, highways engineer who will inspect as the work is being completed.
- 13. To consider how the Parish Council can improve the play area in the parish:**
 Cllr Jones suggested that the Biibox piece of equipment is repaired, along with purchasing the toddler swings for the existing frame. Councillors agreed there is a requirement for more play equipment that is inclusive for children of all abilities. Cllr D Ward will speak with Scope of advice types of equipment and any funding opportunities.

Cllr Lady R Mann left the meeting 19:45

- 14. To consider how the Parish Hub field can be used for the benefit of the parish**
 Cllr Brooks has been in touch with the school who would like to create an area on the "Hub" field as an outdoor classroom. Benches and tables could be used by members of the public for picnics etc when not being used by the school.

It was suggested that the "Scole Parish Hub" could apply for funding to purchase the outdoor furniture and **Cllr Trevail** will pass to the committee the contacts, SNTT has already received funding so they are unable to apply.

Cllr D Ward proposed that the Scole Parish Hub would like to organise a fund-raising event on the land for the proposed Parish Hub (currently owned by the Parish Council), on the first weekend in July from 10-12 for a BBQ breakfast. Cllr Jones seconded, 9 councillors voted in favour and 1 councillor abstained.

15. PLANNING

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

2010/1814

Proposal: Continuing Care Retirement Community (CCRC) comprising 70 (Use Class C2) Extra Care Units (28 No 1 bed Extra Care Apartments, 24 No 2 bed Extra Care Apartments, 4 No 2 bed Extra Care Bungalows, 5 No 1 bed Extra Care bungalows, 8 No 2 bed Extra Care cottages, 1 No 2 bed Extra Care coach houses) caretaker's house and community building with communal facilities and associated parking with Access and Layout to be considered.

Location: Land Between Lodge Farm And Scole Lodge (Oak Park) Norwich Road Scole

Application Type: Outline Planning Permission

Council Comment: Comments remain the same as those made in October 2023 - Since the original application the Diss & District Neighbourhood Plan (DDNP) has been adopted, which impacts on this application, therefore, the Planning Officer needs to ensure that this application meets the requirements of the DDNP.

2024/1119

Applicant: Mrs Angela Cox

Location: Frenze House Scole Common Scole Norfolk IP21 4EY

Proposal: Replace 8 x existing windows

Application Type: Listed Building Consent

Council Comment: No comment – Listed Buildings will raise any concerns

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

None

17. Following the announcement in the press regarding Cranswick applying for an extraction licence to pump water from the Waveney, the Council would like approval to ask Mid-Suffolk District Council Planning to include Scole Parish Council as a consultee:

Cllr Trevail proposed that the Clerk asks Mid Suffolk Babergh Council to include Scole Parish Council

18. FINANCE

18.1. To approve receipts & payments (Appendix A)

Payments list previously circulated to all councillors and available on the website. Proposed Cllr Fisher, seconded Cllr D Ward and unanimously agreed.

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

Details	CR/(DR)	BALANCE
Community Acct Balance B/fwd:		1,863.35
Total Receipts & Payments this month:	12,620.62	
Community Account Balance (after payments)		14,483.97
Business Saver Account		30,482.63
TOTAL Cash in Bank		44,966.60
Allocated Funds (Listed Below)		33,749.00
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND		11,217.60

18.3. Allocated funds for the financial year commencing 1-4-23:

Details	Closing Balance 31/3/23	CR/DR	Balance
Proposed Village Hall Site (Lease) 26/2/2024 Ian Garnham - £1,400.00	553.00	1,000.00 -1,400.00	153.00
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		33,749.00

19. To approve the appointment of Robin Goreham to undertake the Internal Audit:

Proposed Cllr Brooks, seconded Cllr C Blakesley and unanimously agreed.

20. To appoint Trustees to the Scole Community Centre & Playing Field charity:

The Parish Council is required to appoint the trustees of the above charity every 4 years. Cllr Blakesley proposed that the following individuals are appointed as Trustees:

Christian Partridge
Benjamin Cussons

Peter Jones
June Foreman
Kelly Doy
Seconded Cllr Trevail and unanimously agreed.

21. To receive reports from the current Working Groups and review membership of these working groups:

21.1. Employment Working Group (GB, CAB, LT) – Nothing

21.2. Internal Control (PJ, JW, TM) – Will be meeting to approve the Year End in June.

21.3. Cycle Path Group (PJ,) - Nothing

21.4. Diss & District Neighbourhood Plan (DDNP) (Graham Moore, Corinne Moore, DW) First meeting of the new management group is scheduled for 13 June 2024.

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

Met with Steve Halls NCC Highways and Cllr Jones to look at and understand the drainage in the parish, various improvements to be made primarily in Low Road.

21.6. Community Centre (PJ)

Still busy, village fete is planned for 23 June 2024, article in the last edition of the Post Horn stating funds raised for the Community Centre and Scole Parish Hub is incorrect, funds raised will be kept by the individual stall holders

21.7. Scole Parish Hub (DW, JW)

Nothing in addition to breakfast BBQ mentioned earlier.

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

- No reports of overflow, spillage or discharge.

23. To consider any training requirements for Councillors:

None

24. To receive and discuss items from Parish Councillors:

Issues to be reported to/chased with Highways:

- Chevrons on roundabout A140/A1066 **still** not repaired – **Clerk** to chase
- Dangerous manhole cover on Lot 3 - **Cllr Brooks** to send Clerk What3Words

Cllr G Fisher – sight splay on property Diss Road/The Street to be investigated with Planners. **Clerk** to chase planners.

Cllr C Blakesley – if the grass continues to grow as the current rate the Council may have to consider more cuts.

25. To receive an update on correspondence received:

All relevant correspondence has been circulated to Councillors.

26. To receive items for the next Agenda:

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

27. Next meeting of the Parish Council is on Monday 24 June 2024 at 19:00.

Meeting closed at: 20:37

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APPENDIX A

Scole Parish Council PAYMENTS & RECEIPTS LIST

30 May 2024 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Precept	03/05/2024		Barclays Community		Receipt - Precept	South Norfolk Council	Z	14,022.00		14,022.00
											14,022.00
8	NPower	30/05/2024		Barclays Community		Payment - Electricity	NPower Business Solutions	L	-356.13	-17.81	-373.94
9	Grass Cutting	30/05/2024		Barclays Community		Payment - Grass Cutting	C & G Trenching	Z	-316.00		-316.00
10	Streetlight Maintenance Contra	30/05/2024		Barclays Community		Payment - Streetlight	Cocens	S	-55.00	-11.00	-66.00
11	General Parish Maintenance	30/05/2024		Barclays Community		Payment - Village Maintenance	Christopher Brooks	Z	-23.99		-23.99
12	Expenses	30/05/2024		Barclays Community		Payment - Salary & Expenses	Sara Campbell	Z	-7.20		-7.20
12	Clerk's Salary	30/05/2024		Barclays Community		Payment - Salary & Expenses	Sara Campbell	Z	-614.25		-614.25
Total									12,649.43	-28.81	12,620.62

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