

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 22 April 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 L Trevail, Cllr J Ward & Cllr D Ward

In attendance: Sara Campbell (Clerk), District Councillor C Hudson, County Councillor M Wilby and 2 members of the public.

1. **To consider accepting apologies for absence:** Apologies received and approved for Cllr McEwen. Cllr Mann was absent, no apologies received.
2. **To approve the minutes of the Parish Council Meeting held on 11 April 2024:**
The minutes of the Parish Council Meeting held on 11 April 2024 (pages 1-3 of 3) were proposed for approval by Cllr G Fisher seconded Cllr C Brooks 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:**
Members of the public raised the following:
 - Is there an opportunity to invite mobile phone operators to explore the opportunities for phone masts at the Church/Community Centre/Hub site. Share rural network srn.org.uk – **Clerk to investigate**
5. **To receive the reports from the District & County Councillors:**
County Cllr Wilby – Councillor Wilby read out his report. The chair read out the reports submitted by District councillors Clayton Hudson and Delme Thompson.
6. **To receive the Clerks Report:**
The clerk updated the Council on the following item:
 - An email received from St Leonards Billingford regarding changes in the law enabling parish councils to contribute to the maintenance of

church buildings, therefore asking the Council for a donation to the current building project. Councillors will consider next year when the budget is agreed.

- Email from Highways who have been unable to find the previously reported broken drain manhole cover. Cllr Brooks to provide "What 3 Words" to enable Highways to locate.

7. 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 John Lewis, highways engineer who will inspect as the work is being completed.

8. To consider a policy for organisations wishing to display advertising signs on fencing belonging to the Parish Council:

Cllr Brooks proposed NO fly posters in the parish, seconded Cllr Trevail and unanimously agreed.

9. To consider how the Parish Council can improve the play area in the parish:

Clerk to circulate the suggestions from parents in the parish to enable further consideration.

10. To consider how the Parish Hub field can be used for the benefit of the parish

Cllr Brooks suggested putting benches on the hub site which could be used as an outdoor classroom when the Pocket Park is too wet. Cut paths across. Cllr Ward will liaise with Cllr Brooks regarding what could be purchased and to liaise with Cllr Trevail regarding funding.

11. To approve the purchase of a wheeled strimmer with grant money from NCC Highways for the maintenance of the green areas around the parish

The Parish Council have been offered grant money from NCC Highways to purchase a wheeled strimmer to maintain the green areas around the parish. Proposed Cllr J Ward, seconded Cllr C Brooks and unanimously agreed.

12. PLANNING

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

2023/3229

Applicant: Mr Vincent Mills

Location: Scole Engineering Diss Road Scole Norfolk IP21 4DN

Proposal: Change of use from commercial use to residential use to create 6 dwellings with associated secure cycle storage/sheds and including demolition of existing garage and workshop buildings following outline permission 2020/1236

Application Type: Full Planning Permission

Council Comment: This development is in the Diss & District Neighbourhood Plan, however, comment to SNDC that the Council would like to be consulted on street naming

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

None

13. FINANCE

13.1. To approve payments (A):

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
Online	Npower	Electricity March 2024	417.20	19.87	
Online	Cozens	Streetlight maintenance	66.00	11.00	
Online	Sara Campbell	Salary & Expenses	621.99		
Online	C & G Trenching	Grass Cutting 50% payment	1,900.00		
Online	Norfolk PTS	Subscription	280.44		
Online	Chris Brooks	Fuel for grass cutting	23.63		
Online	Gill Blakesley	St Johns	79.20		
		TOTAL £	3,388.46	30.87	

13.2. Receipts (B):

Date	Account	Received From	Amount
		Community Acct TOTAL £	0.00

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

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) A	5,251.81		
Receipts this month (Community Account) (listed above): B	0.00		
Transferred from Savings Account			
Payments this month (listed above): C		3,388.46	
Cash Book Balance Carried Forward (=A+B-C-D) Community Account Balance			1,863.35
Business Saver Account			
Opening Balance 1/4/23 - £31,691.34			
23/5/23 Transferred to Community 1,750.00			
5/6/23 Interest 65.51			
4/9/23 Interest 80.40			

Details	CR	DR	
4/12/23	105.01		
Poppy Wreath payments	176.80		
4/3/24 Interest	113.57		30,482.63
Cash in Bank			32,345.98
Allocated Funds (Listed Below)			33,749.00
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND			(1,403.02)

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

Details	Closing Balance 31/3/23	CR/DR	Balance
Proposed Village Hall Site (Lease) 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

The Clerk reassured the Council that due to April payments being made before the precept has been received the "AVAILABLE TO SPEND" figures this month are distorted.

14. To receive reports from Working Groups:

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

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

14.3. Cycle Path Group (PJ,) - Nothing

14.4. Diss & District Neighbourhood Plan (DDNP) (Graham Moore, Corinne Moore, DW) David Burn has retired from the Steering Group – **Clerk to send an email to wish him well.** Steering Group has now been wound up and a Management Group will set up from the member parishes to review the plan annually.

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

Outdoor Classroom is ready to use again.

14.6. Community Centre (PJ)

Still waiting for Building Control to respond regarding the Building Regulations.

14.7. Scole Parish Hub (DW, JW)

Have completed an analysis of all village halls with a 10 mile radius and the business plan has been revised. South Norfolk Council have been helpful with funding. Architect is altering the plans for a cheaper project.

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

- No reports of overflow, spillage or discharge.
- Cllr Brooks reported that contractors have been at Bridge Road putting cameras down to look at blockage.

16. To consider any training requirements for Councillors:

None

17. To receive and discuss items from Parish Councillors:

Issues to be reported to/chased with Highways:

- Layby outside Simons, potholes bad at the entrance
- Pothole just outside 30 mph sign near Scole Common junction on road to Thelveton
- Drain gully on Dark Lane junction needs clearing of silt
- Bungay Road junction A143 surfacing needs re-doing
- Chevrons on roundabout A140/A1066 **still** not repaired
- Billingford Bridge – approaching from Hoxne significant potholes on left

Cllr R Mann – flower bed is looking tatty. Cllr D Ward and Cllr J Ward will raise with the gardening club.

Cllr L Trevail – having spoken with residents at Flowerdew Meadow it transpires that they are charged a maintenance charge £8.74 which a contribution goes toward the maintenance of the ditch at the front of the properties. **Clerk** was asked to send an email to Orbit Housing suggesting that the maintenance of this ditch needs improvement.

Cllr R Mann left the meeting at 20:33

18. To receive an update on correspondence received:

All relevant correspondence has been circulated to Councillors.

19. To receive items for the next Agenda:

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

20. Next meeting of the Parish Council is on Wednesday 29 May 2024 at 19:00.

Meeting closed at: 20:37