

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 24th November 2025 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 Blakesley, Cllr K Prust (after Item 4)

In attendance: Alison Cowles (Clerk)
Sara Campbell (RFO)
County Cllr M Wilby
District Cllr C Hudson

1. **To consider accepting apologies for absence**
Cllr J Orford
2. **To approve the minutes of the Parish Council Meeting held on 27th October 2025:**
The minutes of the Parish Council Meeting held on 27th October 2025 (pages 1-7) were proposed for approval by Cllr G Blakesley and seconded Cllr C Brooks 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 Co opt a new member of the Parish Council**
Councillors unanimously voted to co opt Karl Prust onto the council.
Karl then joined the meeting
5. **To receive the reports from the District & County Councillors:**
County Councillor Wilby
Following a discussion at Full Council, NCCs Cabinet have voted in favour of proceeding with devolution. You can find out more about devolution at www.norfolk.gov.uk/devolution
NCC has appointed Kier as its new long-term contractor responsible for the maintenance and construction of the county's highway network
Looking after your health as you get older is not just a recommendation – it's a vital investment in your future quality of life. Evidence shows that staying physically active, keeping up with recommended vaccinations and screenings and maintaining social connections are among the strongest predictors of how well you

age. To explore the new webpage and find out more, visit

www.norfolk.gov.uk/healthyageing

District Councillor Thomson

CAF I am continuing to push SNC Cabinet members for a second round of CAF funding this fiscal year (likely in early 2026), and for next the budget next year to be increased considerably.

District Councillor Hudson

Fly tipping is still a big issue in the County – make sure any carriers are properly licensed

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

On 24th November, a visit from Environment protection, Flood team & council contractors. They wanted to check on the effect of recent heavy rain. They also wanted to do their own camera survey of the drainage system as Anglian Water would not share the survey they had carried out. This work is being done, as are other surveys around the village. We wait for the results, and remedies of problems found.

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

- Post Horn thanked the council for their recent donation
- The number of people known to be rough sleeping in SNC on Nov 12th was two.

8. To Consider a donation towards the cleaning of the Gordon Flowerdew Memorial in Billingford Churchyard

The cost of cleaning the memorial is £300.00 + VAT. This will be discussed at the budget meeting in the New Year

9. To receive questions and comments from the parishioners

Non present

10. PLANNING

10.1.To Comment on and recommend for Approval/Refusal any Current planning applications: Non received

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

11. FINANCE

11.1.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 T McEwen and unanimously agreed-**Noted**

11.2.To Approve Receipts - Noted

11.3.To consider YTD performance against budget – Meeting in January

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

Details	CR/(DR)	BALANCE
Community Acct Balance B/fwd:		10,821.14
Total Receipts (+)	5,071.51	
Total Payments (-)	1,865.59	
Transferred from Business Saver Account (+)	0.00	
Community Account Balance (after payments)		14,027.06
Business Saver Account		
8 September Interest Received	86.35	26,100.89
TOTAL Cash in Bank		40,127.95
Allocated Funds (Listed Below)		31,539.85
Community Account + Business Saver Account		
- Allocated Funds = AVAILABLE TO SPEND		8,588.10

11.5. 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

12. To receive reports from the current Working Groups:

12.1. Employment Group (GB, JW) – Cllr Ward agreed to join this group

12.2. Internal Control (PJ, JW, TM) – Nothing to report

12.3. Cycle Path Group (PJ,) - The path between Scole and Diss has now been cleared.

12.4. Diss & District Neighbourhood Plan & Management Review Group (DDNPMRG) (DW) Nothing to report

12.5. Scole Nature Trails Trust Group (COB, GF) Bench has been installed on the permissive path. Lot 4 has been levelled out with donated topsoil. All preparation for winter has been completed. Leaky Dam on village side cleared.
Cllr C Brooks to look into funding for fencing at Pocket Park.

12.6. Community Centre (PJ) – Increasingly busy with more group bookings. Due to a booking on Mondays the Parish Council meeting will now start at 19.15 from January. All agreed
County Cllr M Wilby has given the Community Centre a £450.00 grant which will go towards new stackable chairs.

12.7. Scole Parish Hub (DW, JW) Nothing to report

14.8 Devolution Working Group (PJ, JW) Cllr P Jones and Cllr J Ward to research and respond to the Government consultation on Norfolk's local government future. The consultation is open until Sunday 11 January 2026, and can be accessed via this link [Consultation on local government reorganisation in Norfolk - GOV.UK](#).

13. To consider training for Parish Councillors:

Book Cllr K Prust onto the Induction for Councillors course, run by Norfolk PTS which is in February via Zoom

14. To receive and discuss items from the Parish Council

Cllr P Jones and Cllr C Brooks met with Highways to discuss issues in the village. Highways will continue to action the outstanding XXXXXXXXXX

15. To receive items for the next Agenda:

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

16. Next meeting of the Parish Council is on 26th January 2026 at 19:15

Meeting closed at 21.03

APPENDIX A

Payment List

Scole Parish Council PAYMENTS LIST

24 November 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
65	SLCC	24/11/2025	11.1	Barclays Community		SLCC Subscription	SLCC	E	80.00		80.00
											80.00
66	Grass Cutting	24/11/2025	11.1	Barclays Community		Grass Cutting	C & G Trenching	Z	278.24		278.24
											278.24
67	Streetlight Maintenance Contra	24/11/2025	11.1	Barclays Community		Village Maintenance Expenses	Cozens	S	55.00	11.00	66.00
											66.00
68	Clerk's Training	24/11/2025	11.1	Barclays Community		Training	Norfolk Parish Training & S	S	52.00	10.40	62.40
											62.40
69	General Parish Maintenance	24/11/2025	11.1	Barclays Community		Village Maintenance Expenses	Christopher Brooks	Z	13.62		13.62
											13.62
70	Councillor's Expenses	24/11/2025	11.1	Barclays Community		Admin Charges	Peter Jones	Z	4.05		4.05
											4.05
71	Employee Expenses	24/11/2025		Barclays Community		Salary & Expenses	Alison Cowles	E	46.59		46.59
71	Clerk's Salary	24/11/2025		Barclays Community		Salary & Expenses	Alison Cowles	E	332.12		332.12
											378.71
72	Employee Expenses	24/11/2025		Barclays Community		Salary & Expenses	Sara Campbell	E	64.66		64.66
72	RFO Salary	24/11/2025		Barclays Community		Salary & Expenses	Sara Campbell	E	219.70		219.70
											284.36
73	HMRC	24/11/2025		Barclays Community		Salary & Expenses	HMRC	E	82.20		82.20
											82.20
74	HMRC	24/11/2025		Barclays Community		Salary & Expenses	HMRC	E	82.40		82.40
											82.40
75	NPower	24/11/2025		Barclays Community		Electricity	NPower Business Solutions	L	458.68	22.93	481.61
											481.61
76	ICO	24/11/2025		Barclays Community		Admin Charges	ICO	E	52.00		52.00
											52.00
Total									1,821.26	44.33	1,865.59

Receipts

tel: 01953 861138
email: clerk@scoleparish.org.uk

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Signed
Chair

Scole Parish Council
RECEIPTS LIST

24 November 2025 (2025-2026)

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
5	VAT	30/10/2025		Barclays Community		VAT 126	HMRC	E	2,004.79		2,004.79
6	Poppy Wreath	30/10/2025		Barclays Community		S137	Scole Old Boys	E	22.20		22.20
7	Poppy Wreath	30/10/2025		Barclays Community		S137	Scole PCC	E	22.20		22.20
8	Poppy Wreath	31/10/2025		Barclays Community		S137	Billingford PCC	E	22.20		22.20
9	Poppy Wreath	03/11/2025		Barclays Community		S137	Bowls Club	E	22.20		22.20
10	Poppy Wreath	03/11/2025		Barclays Community		S137	SINTT	E	22.20		22.20
11	Poppy Wreath	03/11/2025		Barclays Community		S137	Friendship Group	E	22.20		22.20
12	Poppy Wreath	03/11/2025		Barclays Community		S137	Juniper Group	E	22.20		22.20
13	Poppy Wreath	31/10/2025		Barclays Community		S137	Gardening Club	E	22.20		22.20
14	Poppy Wreath	03/11/2025		Barclays Community		S137	SCOLE WI	E	22.20		22.20
15	Grass Cutting	24/11/2025		Barclays Community		Grass Cutting	Norfolk County Council	Z	2,866.92		2,866.92
Total									5,071.51		5,071.51

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