

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 27th July 2026 at 7.15 pm at Scole Community Centre, Ransome Avenue, Scole.

Councillors Present: Cllr P Jones (Chair), Cllr C Brooks, Cllr N Parkington, Cllr G Fisher, Cllr G Blakesley, Cllr T McEwen, Cllr K Prust, Cllr N Percy (after item 4)

In attendance: Alison Cowles (Clerk)
Sara Campbell (RFO)
Cllr D Thomson
Cllr J Kerrison

1. **To consider accepting apologies for absence**
Apologies received from Cllr D Ward, Cllr J Ward, Cllr J Orford
2. **To approve the minutes of the Parish Council Meeting held 22nd June 2026**
Approved by Cllr C Brooks & Cllr G Fisher - unanimous
3. **To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**
Cllr Jones – Scole Community Centre
Cllr C Brooks – SNTT
Cllr G Fisher – SNTT
Cllr G Blakesley – C&G Trenching
4. **To co-opt a member of the Parish Council**
Councillors voted unanimously to co opt Natasha Percy onto the council. Natasha signed her declaration of office and joined the meeting.
5. **To receive the reports from the District & County Councillors:**
Cllr J Kerrison & Cllr Thompson- both reports can be viewed on the website [Scole Parish Council | Parish Council Meetings](#)
6. **To report any incidents of overflow, spillage and discharge into the river during the month**
It was agreed to remove this item from the agenda and reinstate it as required.
7. **To discuss the report from Anglian Water and agree any response**
The Council discussed the report at length and are not happy with the responses received. Cllr Jones to respond to AW.
8. **To consider a Debit Card for the Parish Council**
It was resolved to approve an application for a council debit card to be held by the Clerk/RFO – Proposed Cllr K Prust, seconded by Cllr N Parkington - Unanimous

9. To approve payment of the Clerks Salary by Standing Order

It was proposed by Cllr N Parkington, seconded by Cllr G Blakesley, and unanimously agreed that under the Local Government Act 1972, Section 112, the net monthly salary of the Parish Clerk / RFO be paid via standing order.

10. To accept the resignation of the RFO

The Council accepted the resignation of the RFO

To consider how the council wish to fill the role

The Council agreed that the Clerk would take on the role of the RFO

11. To consider a request from the clerk to be provided with a Local Government Pension Scheme (LGPS)

Scole Parish Council resolves, under Regulation 3(1) of the Local Government Pension Scheme Regulations 2013, that Alison Cowles shall be eligible to join the Local Government Pension Scheme from 27th July 2026.

This was agreed by the Council, proposed Cllr K Prust seconded Cllr N Percy unanimous

12. Discuss refurbishing of the Scole Crest sign situated by the War Memorial

Cllr McEwen offered to renovate this – all in favour

13. To consider response to questionnaire on Large-Scale Solar Developments

The council discussed the report and answers to be submitted

14. Discuss overgrown hedgerows on private and rented property that encroach foot paths

The Clerk will put a note in the upcoming Post Horn reminding residents to maintain their hedgerows and trees

15. To adopt an updated version of Standing Orders

The chair questioned 2(g). It was explained that the Clerk is responsible for the Agenda. Proposed Cllr C Brooks, seconded Cllr G Fisher – all in favour. The updated Standing orders can be viewed on our website.

<https://www.scoleparish.org.uk/documents>

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

Clerk informed the council that the street furniture license has been signed and the bench can now be placed outside the school.

Correspondence received from a resident to leave more unmowed areas. The council felt that they are meeting the requirements of our Biodiversity Policy.

17. To receive questions and comments from the parishioners

Resident is concerned about the speeding down Bungay Road – Clerk to contact highways and include Cllr Kerrison in correspondence

18. PLANNING

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

Planning Application 2026/1475 - The Old Manor House Norwich Road
Thelveton Norfolk IP21 4NG - Replace 1980's french doors. Listed Building
Consent – No objection from the Council

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

2026/0996 - Belmont Grange Bungay Road Scole Norfolk IP21 4HG

Refused - Noted

19. FINANCE

19.1. To approve payments – Proposed Cllr T McEwen, seconded Cllr K Prust– all in favour

19.2. Receipts – Noted

19.3. To review performance against budget – Slightly over budget but this is expected during the first quarter due to more outgoings.

19.4. To receive the Responsible Finance Officer's Report – Noted

20. To receive reports from the current Working Groups:

20.1. Employment Group (GB, JW)

The appraisal of the Clerk has taken place

20.2. Internal Control (PJ, JW, TM)

Nothing to report

20.3. Cycle Path Group (PJ,)

To engage with Cllr Kerrison about this

20.4. Diss & District Neighbourhood Plan & Management Review Group (DDNPMRG) (DW)

Nothing to report

20.5. Scole Nature Trails Trust Group (COB, GF)

Brambles from churchyard, footpath and bridleway by A140 trimmed

Hand dug approximately 140 metres of ditch in Lot 2

Started painting fencing and gates in Pocket Park

20.6. Community Centre (PJ)

Plastic spikes above equipment working well

Final repair on equipment completed

Scole United Youth Football, up to 38 children between the years of 5 and 8 training regularly every week

20.7. Devolution Working Group (PJ, JW)

This remains an ongoing situation with no current updates

21. To consider training for Parish Councillors:

Cllr Prust & Cllr Percy need to do Councillor Training – Clerk to book

22. To receive items for the next Agenda:

Phone signal in the Village

Flooding preparation for Scole

Hopkins Homes – Streetlight query

Officially appoint the RFO

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

23. Next meeting of the Parish Council is on 28th September 2026 at 19:15

24. Meeting closed at 21.53

Scole Parish Council
PAYMENTS LIST

28 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
31		06/07/2026		Barclays Community		Loan Repayment	Public Works Loan Board		970.12		970.12
32		07/07/2026		Barclays Saver		Bank Interest	Barclays Bank				
33		27/07/2026		Barclays Community		Village Maintenance Expenses	Christopher Brooks		144.90		144.90
34		27/07/2026		Barclays Community		Streetlight	Cozens		55.00	11.00	66.00
35		27/07/2026		Barclays Community		Audit	Robin Goreham		80.00		80.00
36		27/07/2026		Barclays Community		Grass Cutting	C & G Trenching		565.72		565.72
37		27/07/2026		Barclays Community		Salary & Expenses	HMRC		83.76		83.76
38		27/07/2026		Barclays Community		Salary & Expenses	Allison Cowles		379.18		379.18
39		27/07/2026		Barclays Community		Salary & Expenses	Sara Campbell		228.50		228.50
40		27/07/2026		Barclays Community		S137	Billingford PCC		100.00		100.00
41		27/07/2026		Barclays Community		Electricity	NPower Business Solutions		230.16	11.51	241.67
Total									2,837.34	22.51	2,859.85

DRAFT