



SCOLE PARISH COUNCIL

MINUTES of the Parish Council Meeting held Monday, 24th February, 2020 at Scole Community Centre, Ransome Avenue, Scole

Councillors Present: Cllr C Blakesley, Cllr C Brooks, Cllr R Buckenham, Cllr G Fisher, Cllr P Jones, Cllr G Moore (Chair), Cllr Lady R Mann, Cllr L Trevail and Cllr J Ward

In attendance: District County Cllr C Hudson, 4 members of the public and the Parish Clerk

MINUTES	ACTION								
<p>1. Apologies accepted from: Apologies were received from County Cllr Wilby.</p> <p>2. To approve the minutes of the Parish Council meeting held on 21 January 2020: The minutes of the meeting (pages 1158 – 1162 on 21 January 2020 previously circulated to all members, were proposed by Cllr G Moore, seconded Cllr J Ward and unanimously agreed and signed by the Chair.</p> <p>3. To record declarations of interest from members in any item to be discussed – None.</p> <p>4. To receive questions or comments from the Parishioners: Two representatives were in attendance from a business on the Diss Business Park, they are interested in providing support to the Parish Council for the development of a cycle path to Diss. They are looking to increase their business premises and there is an overlap with the work required for the cycle path and the work required by Norfolk County Council Highways for the development. It was agreed that the business and the council should work together to facilitate the cycle-path.</p> <p>5. Reports from District & County Councillors: District Councillor Hudson the GNLP is out for consultation again. SNC are looking at creating “village hubs” to spread the 1200-1500 required housing for the district, this will look at village facilities, shops, pubs, schools etc. Will be another year before parishes know where the housing is likely to be. The plan is considering the housing needs to 2038. South Norfolk on Show will be held on 8 July 2020. County Councillor Wilby the Clerk read the report.</p> <p>6. To receive the Clerk’s Report: The Clerk brought to the attention of the Council:</p> <ul style="list-style-type: none"> • Email received from CGM asking to quote for the Grass Maintenance work in the Parish - Norse are considering closing this element of their business. It was agreed the Clerk will contact for a quotation. • Local Government Boundary Commission – Consultation on division boundaries for Norfolk. • The Big South Norfolk Litter Pick 2020 • The poppy wreaths at the memorial which were blown around in the wind are now safely in St Andrew’s Church. • CRIME FIGURES SCOLE AND DICKLEBURGH: <table data-bbox="392 1841 1311 1984"> <tr><td>Anti-social Behaviour</td><td>1</td></tr> <tr><td>Criminal Damage</td><td>5</td></tr> <tr><td>Domestic</td><td>1</td></tr> <tr><td>Public Fear, Alarm or Distress</td><td>4</td></tr> </table> 	Anti-social Behaviour	1	Criminal Damage	5	Domestic	1	Public Fear, Alarm or Distress	4	
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Public Fear, Alarm or Distress	4								



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<p>7. To agree to adopt the three Norfolk County Council streetlights situated within Lot 1: The Clerk contacted Chris O’Connell at Norfolk County Council. It appears the lights should have been part of the stopping up agreement so the land and assets became the property of Scole Parish Council at that time. Norfolk County Council are investigating further.</p>	
<p>8. To discuss Village Traffic Concerns:</p>	
<p>8.1. General Traffic Concerns</p> <ul style="list-style-type: none"> • Sign at Common Road is bent. • SAM Sign on Bungay Road as you enter the village, has been knocked down. • Diss Road/Bridge Road near the Crossways the surface is breaking up. 	
<p>8.2. To receive any verbal reports of accidents within the parish</p> <ul style="list-style-type: none"> • Outside BP Garage – artic hit a car, car was in the inside lane, lorry came off the roundabout and pulled across inside lane to enter the BP garage and hit the car. 	
<p>9. To consider a Cycle Path from Scole to Diss alongside A1066 Clerk to arrange a meeting with Gary Overland NCC and County Councillor Wilby to consider options and any contributions they can make towards the project.</p> <p>The project has been broken down into three phases: Phase 1 - From Dark Lane to Business Park . Phase 2 - From Dark Lane to the A140/A1066 roundabout. Phase 3 - From Bridge over Frenze Beck.</p> <p>Clerk has been in touch with T W Gaze regarding the ownership of the land at Flax Farm regarding the re-routing of the footpath.</p>	
<p>10. To review the current sewerage provisions within the parish: Cllr Buckenham is working to get copies of the plan for both sewerage and clean water.</p>	
<p>11. To receive an update on the land for the proposed Village Hall on Norwich Road: Landowner has exchanged the supplemental contract. Awaiting the agreement of the moving of the footpath.</p>	
<p>11.1. To approve the prospective developers positioning a site hut on the Parish Council land for the proposed village hall. No response with the architects regarding the site hut.</p>	
<p>11.2. To consider and agree the streetlighting requirements for the development. Clerk spoke with streetlighting @ Norfolk County Council to confirm that the Parish Council do require the development to have streetlighting and the view of Councillors is to wait until the Village Hall is built. Norfolk County Council advised that the Parish Council need to complete the C2 Form to agree that the Parish Council would like street lighting to be provided on the development and will accept responsibility for the maintenance of it. The form has been completed and returned to Norfolk County Council.</p>	



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	MINUTES	ACTION
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- 12. To receive an update on the land known as "Stuston Pocket Park":
Awaiting completion.
- 13. To receive an update from the Planning Group on any new & o/s planning applications:
- 13.1. To comment on and Approve/Refuse any current planning applications:
2020/0249
Location: St Edmunds Close Bungay Road Scope Norfolk IP21 4DT
Proposal: Erection of single storey extension with associated alterations and detached garage with removal of existing outbuilding.
Decision: The Parish Council had no comments.
2020/0253
Location: Old Beams Diss Road Scope IP21 4DH
Proposal: Erection of two storey rear extension, including 2x rooflights, entrance porch and erection of cart shed
Application Type: Householder
Decision: The Parish Council had no comments.
2020/0254
Location: Old Beams Diss Road Scope IP21 4DH
Proposal: Erection of two storey rear extension, including 2x rooflights, entrance porch and erection of cart shed
Application Type: Listed Building Consent
Decision: The Parish Council had no comments.
- 13.2. To receive an update on any Previous planning applications:
None

14. FINANCE

14.1. AUTHORISATION FOR PAYMENT:

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
102373	Sara Campbell	Salary	475.05		37.80
102374	Sara Campbell	Expenses	308.73	50.00	
102375	Chris Brooks	Petrol	6.50		
102376	Peter Jones	Printing	8.00		
102377	Norfolk PTS	Seminar – Cllr Jones	48.00		
TOTAL £			846.28	50.00	37.80

Proposed Cllr Buckenham, seconded Cllr Blakesley and unanimously agreed.

14.2. RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
10/2/20	Community	Chris Brooks	120.03
TOTAL £			120.03

14.3. ALLOCATED FUNDS

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Details	Balance 31/3/19	CR/(DR)	Balance /4/19
Proposed Village Hall Site (Legal Fees, Ground Work)	4,000.00		4,000.00
Street Lights Westcotec Upgrade to LED 19/11/19	2,255.68	2,500.00 (2,772.00)	4,755.68 1,983.68
Contingency Fund	4,418.82	4,960.18	9,379.00
CIL	457.36	884.18	1,341.54
Volunteer Award (Scole Community Areas)	470.00	(470.00)	0.00
TOTAL £	11,601.86		16,704.22

14.4.

RESPONSIBLE FINANCE OFFICER REPORT:			
Details		CR	DR
Cash Book Balance Brought Forward (Community Account)	A	16,757.97	
Receipts this month (Community Account) listed above):	B	846.28	
Payments this month (listed above):	C		120.03
Cash Book Balance Carried Forward (=A+B-C) Community Account Balance			16,031.72
Business Saver Account Balance at 1/4/19 - £4,619.18 Interest		6.91	4,626.09
CASH IN BANK			20,657.81
LESS ALLOCATED FUNDS			(16,704.22)
AVAILABLE TO SPEND			3,953.59

- 15. To receive and discuss items from Committees/Groups:**
- 15.1. Employment Group (CAB, PJ)** – Clerk’s Appraisal needs to be completed – Clerk needs to complete the form to start the process. Clerk
- 15.2. Finance Group (GM, COB, JJ)** – Year End Audit due April/May
- 15.3. Scole Community Centre & Playing Field (SCCPF) (CAB)**
- Accounts handed to Jeremy Ward
 - Rateable Value increased.
- 15.4. Diss & District Neighbourhood Plan (DDNP) (GM, CM, LT)**
- Consultants are completing the required work.
 - Scole Parish Council to lead the Green Spaces with the Consultants to steer what is required.
- 15.4.1 To appoint Dola Ward as a member of the Neighbourhood Planning Group**
- Cllr Moore proposed that Dola Ward becomes a member of the Neighbourhood Planning Group, seconded Cllr Trevail and unanimously agreed.



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<p>15.4.2 To give delegated authority to Dola Ward to discuss and debate items relating to the Neighbourhood Plan feeding back recommendations for all decisions to be made by Full Council Cllr Moore proposed that Dola Ward is able to discuss and debate items relating to the Neighbourhood Plan and to feedback recommendations for all decisions to be made by Full Council, seconded Cllr Trevail and unanimously agreed.</p>	
<p>15.4.3 Greater Norwich Local Plan (GNLP) Consultation: Regulation 18 – draft plan looking at village clusters, Cllr Moore encouraged all Councillors to review. There is a briefing at Diss Cornhall on 3rd March 2-6 pm.</p>	
<p>15.5. Funding Opportunities and Charities Group (GF, COB, PJ, LT) – Scole Nature Trails Trust:</p> <ul style="list-style-type: none"> • Working on Grant Application for two canoe platforms. • Tesco's Bags for Life for purchase of new seating 	
<p>15.6. Scole Community Areas (COB) Volunteers have worked in excess of 135.5 hrs this month. They have :-</p> <ul style="list-style-type: none"> • Lot 2 the path in and the classroom area have been re-surfaced with woodchips. • Clearing up trees and bushes from the recent storms . • 3 incidents of fly tipping • Visit to Filcris Ltd to view fishing and canoe platforms • Suffolk Pocket Park carpark barrier fixed • Replaced failed saplings on the water meadows • Collected 3 new mulching mowers • The Environment Agency River Waveney upgrade planned for 10/2/20 is starting Wednesday 26 February, 2020 	
<p>15.7. Scole Village Hub</p> <ul style="list-style-type: none"> • Nothing to update waiting for the builder to complete the purchase of the land and the money is available. 	
<p>18. To receive an update on any meetings attended: Cllr Brooks - Environment Agency Site Operators Meeting, 17 & 24/2/20 Cllr Brooks - Meeting re siting of memorial bench & Cllr Fisher Cllr Moore – Diss & District Neighbourhood Plan</p>	
<p>19. To receive and discuss items from Parish Councillors:</p> <p>Cllr Jones</p> <ul style="list-style-type: none"> • Agenda to discuss the deviation of the footpath across the field at Flax Farm <p>Cllr Brooks</p> <ul style="list-style-type: none"> • Pot Holes between 8 & 9 Karen Close, large pot hole and the road has sunk • Lights on Karen Close need replacing • Yew Tree Court – Kerb stones, 1 sunk and 1 risen causing a trip hazard 	



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20.	Correspondence received – the Clerk previously circulated a list of correspondence received by email and post this month. If Councillors would like a copy of any correspondence, please ask the Clerk.	
21.	To receive items for the next Agenda any additional suggestions for agenda items please contact the Clerk.	
22.	Date of next meeting: Monday, 23 March 2020 at 7.00 pm.	
23.	Meeting Adjourned at 9.00pm	

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