

# SCOLE PARISH COUNCIL

**MINUTES** of the Parish Council meeting held on Monday 28 June 2021 at 7.00 pm at Scole Community Centre, Ransome Avenue, Scole.

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

**In attendance:** Sara Campbell (Clerk)

1. **To consider accepting apologies for absence:**  
None
2. **To approve the minutes of the Parish Council Meeting held on 28 June, 2021:**  
The minutes of the Parish Council Meeting held on 28 June 2021 (pages 1-5 of 5) previously circulated to all members, were proposed for approval by Cllr Jones , seconded Cllr Blakesley and unanimously agreed.
3. **To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**  
Cllr Lady Mann – Neighbourhood Plan  
Cllr Blakesley – C & G Trenching, Scole Community Centre  
Cllr Ward – Scole Parish Hub  
Cllr Jones, Cllr Brooks and Cllr Trevail – Scole Nature Trails Trust
4. **To receive questions or comments from the parishioners:**  
None.
5. **To receive the reports from the District & County Councillors:**  
**District Councillor Clayton Hudson:**  
County Councillor Wilby gave his report.
6. **To receive the Clerks Report:**
  - An email thanking the Parish Council from the Scole Parish Hub for the recent donation. Email included a request to use Open Spaces S106 to erect a fence around the proposed site – the council agreed the Open Spaces S106 is to be used for equipment to improve the play/amenity facilities in the parish. The Scole Hub need to use the fund allocated to building the hall.
7. **To agree the process for purchasing Poppy Wreaths for Remembrance Sunday:**

It was agreed that the Clerk would take on the responsibility of ordering the poppy wreaths and they would then be sold on to the clubs and associations in the village. No wreaths will be issued unless payment has been received. Clerk will put a piece in the Post Horn advising organisations of the new procedure.

Proposed Cllr Moore, seconded Cllr Ward and unanimously agreed.

**8. To receive an update on the areas for the Wildflower Verge campaign:**

Carry forward to September meeting.

**9. To receive an update on the progress of the Scole Parish Hub:**

Waiting for a response from the architect.

**9.1. To receive an update on the proposed lease**

Clerk has chased Wellers Hedley Solicitors and is waiting for a response.

**10. To consider the use of the \$106 money to provide a zip-wire and a youth shelter at the Community Centre.**

Cllr Blakesley has two quotes for the zip wire, quote 1 provided by a local company for £8,346.00 exc. VAT and quote 2 for £12,897.00 exc. VAT. Clerk will contact Gary Howard at South Norfolk District Council (SNC) for next step.

**11. To receive an update on the use of \$106 money for the purchase of a recycled plastic bench for the outdoor classroom and a fishing/canoe launch platform in the Pocket Park:**

Quotations have been forwarded to Gary Howard at SNC awaiting response.

**12. To approve a donation to the purchase of a second Scole defibrillator.**

Since the item was first discussed the money has been raised but the Parish Council has agreed to pay for the installation of the new defibrillator. Proposed Cllr Blakesley seconded Cllr Ward and unanimously agreed.

**13. To approve the repair of two wooden benches in the Parish:**

The quote of £308.59 for the repair of the two benches has been received, approval proposed by Cllr Lady Mann seconded Cllr Jones and unanimously agreed.

**14. To approve the replacement of the "Scole Village" Noticeboard**

Deferred to next meeting.

**15. To approve the next LED lighting upgrade:**

The following streetlights will be next on the upgrade agenda.

3 on St Andrews  
3 on St Leonards  
2 on Norwich Road, Thelveton  
1 on Comber Close  
2 on Orchard Way

Proposed Cllr Blakesley, seconded Cllr Buckenham and unanimously agreed.

## 16. PLANNING

### 16.1. To Comment on and Recommend/Object any Current planning applications:

**Applications 2021/1309, 2021/1306 and 2021/1200**

2021/1640

**Location:** Land South Of 10 Clements Close Scole Norfolk

**Proposal:** Erection of a single storey dwelling.

**Application Type:** Outline Planning Permission

This application was received after the publication of the Agenda, the Council agreed to respond with the following comments:

#### **Council Comments:**

The access to the property would be better served from Clements Close

Public Bridleway close to current proposed access

A tree will require removing for proposed access

Consideration must be given to the regular flooding in this area

### 16.2. To receive an update on any previous planning applications:

None

## 17. FINANCE

### 17.1. To approve payments (C):

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
D/D	E-on	Electricity July 2021	205.12	9.77	
Online	Sara Campbell	Salary & Expenses	546.56		
Online	Chris Brooks	Expenses - Footpath Cutting	13.93		
Online	Eurooffice	Printer Toner	59.94	9.99	
Online	C & G Trenching	Grass Cutting 26/2021	442.84		
Online	C & G Trenching	Grass Cutting 30/2021	442.84		
Online	CAN	Silver Membership	50.00		
Online	Scole PCC	Churchyard Maintenance	175.00		
Online	Billingford PCC	Churchyard Maintenance	175.00		
Online	Thelveton	Churchyard Maintenance	150.00		
Online	SNTT	\$137 Donation	2,200.00		
		<b>TOTAL £</b>	<b>4,461.23</b>	<b>19.76</b>	

Proposed Cllr Buckenham seconded Cllr Trevail and unanimously agreed.

### 17.2. Receipts (B):

Date	Account	Received From	Amount

Date	Account	Received From	Amount
<b>TOTAL £</b>			<b>0.00</b>

**17.3. To receive the Responsible Finance Officer's Report:**

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) <b>A</b>	19,231.10		
Receipts this month (Community Account) (listed above): <b>B</b>	0.00		
Payments this month (listed above): <b>C</b>		4,461.23	
Cash Book Balance Carried Forward (=A+B-C) <b>Community Account Balance</b>			<b>14,769.87</b>
<b>Business Saver Account</b> Opening Balance 1/4/20 - £4,629.83 Interest 7/6/21 0.12 - £4,629.95			<b>4,629.95</b>
<b>Cash in Bank</b>			<b>19,399.82</b>
<b>Allocated Funds (Listed Below)</b>			<b>16,535.43</b>
<b>Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND</b>			<b>£2,864.39</b>

**17.4. Approve allocated funds for the financial year commencing 1-4-21:**

Details	Balance 1/4/21	CR/(DR)	Balance
Proposed Village Hall Site (Lease)	<b>1,397.00</b>		<b>1,397.00</b>
Street Lights	<b>1,478.68</b>		<b>1,478.68</b>
Contingency Fund	<b>11,287.82</b>		<b>11,287.82</b>
CIL	<b>1,341.54</b>		
28/4/21		<b>+5,030.39</b>	
Donation to Scole Parish Hub 28/6/21		<b>-5,000.00</b>	<b>1,371.93</b>
Neighbourhood Plan			<b>0.00</b>
Cycle Path	<b>1,000.00</b>		<b>1,000.00</b>
<b>TOTAL £</b>	<b>16,505.04</b>		<b>16,535.43</b>

**18. To approve the amendments to the Bank Mandate and to add Cllr Buckenham and Cllr Jones as signatories to the account:**

To also remove Graham Fisher who has previously resigned his position of Councillor. Proposed Cllr Ward, seconded Cllr Trevail and unanimously agreed.

**19. To consider any training requirements for Councillors':**

The list of training courses offered by Norfolk Parish Training & Support has been circulated to all Councillors, Cllr Brewer, Cllr Ward & Cllr Buckenham need to complete an Induction Course.

**20. To receive reports from Working Groups:**

**20.1. Employment Working Group (PJ, CAB, LT)** – Clerk to return her Appraisal Form

**20.2. Internal Control (GM, RB, PJ)** – nothing to update.

**20.3. Cycle Path Group (PJ, CB, LT)** The Permissive Path signs have gone up and the grass cut.

**20.4. Diss & District Neighbourhood Plan (GM, Corinne Moore, Dola Ward)**

Approximately 25 people attended the recent DDNP workshop. Most attendees were concerned about the footway from Dark Lane to Scole roundabout.

It is too late to amend the Neighbourhood Plan regarding the allocated housing. Cllr Moore has written to Hopkins Homes asking for their opinions in writing.

**20.5. Scole Nature Trails Trust Group (PJ, CB, LT)** – The streetlights in the park have been repaired with new lamps.

There is some selling of drugs taking place in Scole village, the Police are making regular drive throughs to discourage.

Looking to apply to Adnams for funding for the proposed community orchard at the new Village Hub/Low Road. Keen to plant old English apples. Advice from the Suffolk Traditional Orchard Group will be taken.

**20.6. Community Centre (CAB)** – no report.

**21. To receive and discuss items from Parish Councillors:**

Light No. 30 on Norwich Road on all the time – **Clerk to report**

Footpath from school up to Oaklands entrance needs cutting the other side too. **Clerk to speak to Cllr Blakesley**

When there is a heavy rain, a big puddle forms on Bridge Road – Highways need to unblock the drain – **Clerk to report.**

**22. To receive an update on correspondence received:**

The correspondence list was circulated to all Councillors' if any Councillor would like a copy of any correspondence, please contact the clerk.

**23. To receive items for the next Agenda:**

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

24. To agree the proposed time and date of the next Parish Council meeting on Monday, 27<sup>th</sup> September, 2021 at 7.00 pm.

Meeting adjourned at: 20:50 pm.

DRAFT