

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 2 June 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 Lady R Mann, Cllr L Trevail, Cllr G Blakesley

In attendance: Alison Cowles (Clerk), County Cllr M Wilby, District, Cllr C Hudson and 2 members of the public

1. **To Elect a chair:**
Cllr Brooks proposed that Cllr Jones is elected to the role of Chair, seconded by Cllr Blakesley and unanimously agreed.
2. **To receive the Chair's declaration of office:**
Cllr Jones signed the declaration of Acceptance of Office before the Proper Officer of the Council.
3. **To appoint a Vice-Chair:**
To defer to the next meeting – 23rd June 2025
4. **To consider accepting apologies for absence:** Apologies received from Cllr J Orford, Cllr T McEwen,
5. **To approve the minutes of the Parish Council Meeting held on 29th April 2025:**
The minutes of the Parish Council Meeting held on 29th April (pages 1-6) were proposed for approval by Cllr Brooks seconded Cllr J Fisher and agreed by all but Cllr Trevail abstained.
6. **To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**
Cllr G Blakesley – C & G Trenching
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 L Trevail – SNTT
7. **To receive questions or comments from the parishioners:**
Two parishioners who live close to the Crossways Public house shared their account of anti-social behaviour especially on a Friday and Saturday evening. These include fighting, foul language and speeding vehicles.

It was suggested that the parishioners contact the licensing department at South Norfolk District Council and contact the police to raise their concerns.
Clerk to write to the Council and copy District Councillors Thomson and Hudson

**8. To receive the reports from the District & County Councillors:
 County Cllr Wilby**

VJ celebrations will be held on 15th August and there will be no charge for road closures, deadline for applications is Friday 18th July.

Norfolk County Council are inviting residents to give their views on the future of the council structure. Feed back from is available from
<https://www.norfolk.gov.uk/article/67898/Local-government-reorganisation>

Norfolk Fire and Rescue recently sent a convoy of volunteers to Ukraine to deliver essential fire equipment. Five vehicles we part of the UK convoy of 30 appliances, carrying over 15,000 essential firefighting equipment to help replace resources lost throughout the ongoing conflict.

Norfolk County Council is encouragine people to home compost. Discounted bins are available at all Norfolk's recycling centres at just £15.00. More advice and information can be found at
<https://www.norfolkrecycles.com/reduce-my-rubbish/home-compost>.

District Cllr Hudson

No new information on the devolution plans.

Cllr Hudson will follow up the Scole Hub options with the Council. Cllr Hudson will propose a meeting to discuss this with all parties involved.

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

The clerk updated the Council on the following items:
 A new Mayor has been appointed in Diss

10. To approve the continuation of the following policies:

10.1 Standing Orders – Proposed Cllr Fisher Seconded Cllr Brooks

10.2 Financial Regulations – Proposed Cllr Blakesley Seconded Cllr Fisher

10.3 Annual Review of Effectiveness of Internal Control – Proposed Cllr Brooks Seconded Cllr D Ward

11. To consider the provision for street lighting for the Hopkins Homes development on Norwich Road:

The Parish Council agree that the developer should fund the street lighting.

Clerk to write to Hopkins Homes for a plan of actions

- 12. To accept and sign the Parish Partnership Award Letter.**
Signed by Cllr Jones – Clerk to email to NCC
- 13. To receive an update on the approach from South Norfolk Council to explore reallocation of the \$106 funds to another project:**
No update on this
- 14. To agree a response to the Public Spaces Protection Order (Dog Fouling & Dog Control) Renew Consultation:**
All in support of this – no further action
- 15. PLANNING**
- 15.1. To Comment on and recommend for Approval/Refusal any Current planning applications:**
2025/1174
Location: 38 Ransome Avenue, Scole Norfolk IP21 4EA
Proposal: Conservatory
Application Type: Householder – No objections

15.2. To receive an update on any previous planning applications:
None

16. FINANCE

16.1. To approve receipts & payments (Appendix A)

Payments list previously circulated to all councillors and available on the website is proposed by Cllr Brooks, seconded Cllr J Ward and unanimously agreed.

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

Details	CR/(DR)	BALANCE
Community Acct Balance B/fwd:		17,506.85
Total Receipts		
Total Payments	1,458.52	
Transferred from Business Saver Account	0.00	
Community Account Balance (after payments)		16,048.33
Business Saver Account		
Interest 6 Dec	114.85	
Interest 6 Mar	102.51	25,928.41
TOTAL Cash in Bank		41,976.74
Allocated Funds (Listed Below)		31,539.85
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND		10,436.89

16.3. Allocated funds for the financial year commencing 1-4-25:

Details	Closing Balance 31/3/24	CR/DR	Balance
Proposed Village Hall Site (Lease) Legal fees Parish Hub Lease	153.00	(153.00)	0.00
Street Lights Spent on Street Light upgrades 1,978.68	1,978.68	(1,978.68)	0.00
Contingency Fund Spent on Street Light upgrades 1,496.38 Street Light repair outside 27 Ransome Avenue Legal Fees Parish Hub Lease 1/4/2025	14,154.23	(1,496.38) (390.00) (547.00) 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

- 17. To approve the appointment of Robin Goreham as Internal Auditor**
All agreed
- 18. To receive reports from the current Working Groups:**
- 18.1. Employment Group (GB, LT)** – Nothing to report
 - 18.2. Internal Control (PJ, JW, TM)** – Meeting this month
 - 18.3. Cycle Path Group (PJ,)** - Nothing to report
 - 18.4. Diss & District Neighbourhood Plan (DDNP) (Graham Moore, DW)** Make sure green spaces are protected, Corinne Moore no longer wishes to participate in this group and has been removed.
 - 18.5. Scole Nature Trails Trust Group (COB, LT, GF)** Winter projects are all finished with the priority to ensure flood water can get out of the village. Lot 2 ditch dug out, dead ash trees – Jordan Trees to be consulted to remove in autumn
 - 18.6. Community Centre (PJ)** Inspection from ROSPA – awaiting full report, swing has been repaired. Community Centre ceiling is going to be painted,
 - 18.7. Scole Parish Hub (DW, JW)** Possible change of name for the current site – ongoing.
- 19. To report any incidents of overflow, spillage and discharge into the river during the month:** Quiet month – small amount of rain and all flowed well
- 20. To consider a subscription to Norfolk Parish Training and Support:**
Clerk to get quote for this
- 21. To consider any training requirements for Councillors:**
None .

- 22. To receive and discuss items from Parish Councillors:**
Wreaths at war memorial should not remain all year – **Clerk to contact Gordon Larkin and explain this.**
- 23. To receive items for the next Agenda:**
Any other items for the next Agenda please contact the Clerk.
- 24. Next meeting of the Parish Council is on 23rd June 2025 at 19:00**

Meeting closed at 21.15

DRAFT

APPENDIX A

Payment List

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	Hardware	29/04/2025	13.1	Barclays Community		IT	121 Computer Services Lim	S	494.97	99.00	593.97
											593.97
2	Grass Cutting	29/04/2025	13.1	Barclays Community		Grass Cutting	C & G Trenching	Z	278.21		278.21
											278.21
3	Software	29/04/2025		Barclays Community		IT	Starboard Systems Ltd (t/a	S	348.00	69.60	417.60
											417.60
4	General Parish Maintenance	29/04/2025	13.1	Barclays Community		Village Maintenance Expenses	Christopher Brooks	Z	14.30		14.30
											14.30
5	Grass Cutting	29/04/2025	13.1	Barclays Community		Grass Cutting	C & G Trenching	Z	1,947.50		1,947.50
											1,947.50
6	Employee Expenses	29/04/2025	13.1	Barclays Community		Salary & Expenses	Sara Campbell	E	7.20		7.20
6	Clerk's Salary	29/04/2025	13.1	Barclays Community		Salary & Expenses	Sara Campbell	E	633.83		633.83
											641.03
7	Clerk's Salary	29/04/2025	13.1	Barclays Community		Salary & Expenses	Alison Cowles	E	318.98		318.98
											318.98
8	Room Hire	29/04/2025		Barclays Community		Hall Hire	Scole Community Centre (S	Z	484.00		484.00
											484.00
Total									4,526.99	168.60	4,695.59

Receipts

RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1	Precept	23/04/2025	13.2	Barclays Community		Precept	South Norfolk Council	E	16,591.00		16,591.00
											16,591.00
Total									16,591.00		16,591.00

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

31 March 2025
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Signed
Chair