

# SCOLE PARISH COUNCIL

**MINUTES** of the virtual Parish Council meeting held on Monday 23 November 2020 at 7.00 pm via Zoom

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

**In attendance:** Sara Campbell (Clerk), District Cllr Hudson and 2 members of the public.

For the benefit of the public attending the meeting, all votes taken were by both a show of hands and a verbal response from each individual councillor.

**1. To consider accepting apologies for absence:**

None.

**2. To approve the minutes of the Parish Council Meeting held on 26 October, 2020:**

The minutes of the Parish Council Meeting held on 26 October 2020 (pages 1-4 of 4) previously circulated to all members, were proposed 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 Moore – Scole Parish Hub

Cllr Ward – Scole Parish Hub

The Council approved a dispensation for Cllr Trevail to discuss and vote on item 10 on the agenda.

**4. To receive questions or comments from the parishioners:**

None

**5. To receive the reports from the District & County Councillors:**

From District Cllr Clayton Hudson – if Councillors are aware of any businesses who have not applied for the Local Restrictions Support Grant, there is still money available up to £3K.

Leisure Centres are still shut will open next week (w/c 30/11/20) It is possible to join online exercise classes, search 'South Norfolk Leisure' on YouTube.

**6. To receive the Clerks Report:**

Nothing to report.

**7. To receive an update on the land at Norwich Road for the Village Hall:**

The Clerk has received an email from

**7.1. To approve the initial details of a future lease to Scole Parish Hub:**

Cllr G Moore proposed that the Council will grant a 99 year lease to Scole Parish Hub at a rent of £1.00 per annum. Seconded in principle Cllr Blakesley and unanimously agreed.

Clerk will send a confirmation letter to Scole Parish Hub.

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

Bank Account is open.

Once the Charity is set-up it can apply to the Parish Council for the Charity Start-up Funding.

**9. To receive an update on the cycle path from Scole to Diss alongside A1066:**

Awaiting a response from Thelveton Estates regarding creating a permissive path.

Clerk has sent a letter to T W Gaze regarding a deviation to the footpaths at Flax Farm.

**10. To approve the two new sites on Bungay Road and Norwich Road submitted to SNDC as part of the last local GNLDP call for sites:**

Following the two new sites recently added to the GNLDP a questionnaire has been sent to parishioners for comment.

The Parish Council listened to comments from individual Councillors before making proposals.

Cllr Brooks proposed no development on either the Norwich Road or Bungay Road sites seconded Cllr Buckenham. Vote 2 for 5 against.

Cllr Moore proposed 15 homes on the Norwich Road site and consideration given to providing better access over the Norwich Road site to the proposed development to the rear of Flowerdew Meadow seconded Cllr Jones. Vote 5 for 2 against.

The Parish Councils opinions will be put forward to the Diss & District Neighbourhood Plan.

**11. To approve the purchase of an Annual Subscription to Zoom**

Cllr Moore proposed the Council purchase and Annual Subscription to Zoom seconded Cllr Brooks and unanimously agreed.

**12. To consider the response to an email from Glanville requesting to lay a private rising main in Bridge Road from south to north and over the river Waveney to connect the site to the nearest public sewer, which involves crossing land owned by the Parish Council:**

Councillors discussed at length. Cllr Brooks proposed that we respond yes the Council will consider a commercially viable deal to lay a private rising main over land owned by the Parish Council, providing a survey to confirm that the drainage is capable of the extra flow seconded Cllr Buckenham and unanimously agreed.

Cllr Trevail felt the Council must not enter into any deal without an agreement for all the Parish Councils costs being paid.

Clerk to write to the civil engineers to establish:

Who is their Client?

Do they have any alternative options being considered?

What the financial recompense will be and the amount of annual wayleave payment?

**13. To review, discuss and approve items for the Diss & District Neighbourhood Plan:**

**13.1. To approve Cllr Moore's expenses incurred by the recent letter drop.**

Following the recent printing and delivery of an A4 colour flyer canvassing opinions of the additional sites Cllr Moore has presented an invoice for set of toners £47.00 Cllr Trevail proposed the expenditure Cllr Blakesley seconded and it was unanimously agreed.

**14. PLANNING**

**14.1. To Comment on and Approve/Refuse any Current planning applications:**

**2020/2050**

**Location:** 6 St Leonards Close Scole IP21 4DW

**Proposal:** Attic trusses over existing garage for bedroom & en-suite

**Council Decision:** No comments

**15. To receive an update on any previous planning applications:**

None

**16. FINANCE**

**16.1. To approve payments (C):**

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
D/D	E-on	Electricity - November 2020	211.95	10.09	
Online	Sara Campbell	Salary & Expenses	571.95		
Online	C & G Trenching	Grass Cutting	350.00		
Online	PKF Littlejohn	Annual External Audit	240.00		
Online	Graham Moore	SAM2 Batteries	67.69		
Online	South Norfolk Council	Dog Bin – Annual Charge	1,181.52	196.92	

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
		<b>TOTAL £</b>	<b>2,623.11</b>	<b>207.01</b>	

Proposed Cllr Jones seconded Cllr Brooks and unanimously agreed.

### 16.2. Receipts (B):

Date	Account	Received From	Amount
26/10/20	Community	GR & CR Moore (Poppy Wreaths)	60.00
		<b>TOTAL £</b>	<b>60.00</b>

### 16.3. To receive the Responsible Finance Officer's Report:

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) <b>A</b>	23,847.09		
Receipts this month (Community Account) (listed above): <b>B</b>	60.00		
Payments this month (listed above): <b>C</b>		2,623.11	
Cash Book Balance Carried Forward (=A+B-C) <b>Community Account Balance</b>			<b>21,283.98</b>
<b>Business Saver Account</b> Opening Balance 1/4/20 - £4,627.71			<b>4,628.95</b>
<b>Cash in Bank</b>			<b>25,912.93</b>
<b>Allocated Funds (Listed Below)</b>			<b>17,792.04</b>
<b>Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND</b>			<b>£8,120.89</b>

### 16.4. Allocated Funds for 2020/21:

Details	Balance 1/4/20	CR/(DR)	Balance 1/4/20
Proposed Village Hall Site (Legal Fees, Ground Work)	<b>4,000.00</b>		<b>4,000.00</b>
Street Lights	<b>2,983.68</b>		<b>2,983.68</b>
Contingency Fund	<b>9,466.82</b>		<b>9,466.82</b>
CIL	<b>1,341.54</b>		<b>1,341.54</b>
Neighbourhood Plan (paid 22/6/20)	<b>1,000.00</b>	<b>-1,000.00</b>	<b>0.00</b>
<b>TOTAL £</b>	<b>18,792.04</b>		<b>17,792.04</b>

**17. To receive and discuss items from Parish Councillors':**

**Cllr Brooks** – New fishing stages have arrived in kit form and will be built and installed shortly.

**Cllr Blakesley** – shop under new ownership, consider putting a bin out of the front of the shop. Budget for new bin next year.

**Cllr Buckenham** – Remembrance Service went well. Need for a streetlight on Bungay Road.

**Cllr Moore** – Waterloo sign rotted and broken and laying on verge. Manhole cover at Waterloo on A1066 needs resetting – Clerk report to Highways.

**18. 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.

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

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

**20. To agree the proposed time and date of the next Parish Council meeting on Monday, 21 December 2020 – Cllr Blakesley to Chair.**

**Meeting adjourned at: 8.50 pm.**