

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 22nd September 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 L Trevail, Cllr T McEwen.

In attendance: Alison Cowles (Clerk)
Sara Campbell (RFO)
2 Members of the public

SCOLE PARISH COUNCIL

1. **To consider accepting apologies for absence:** Apologies received from Cllr G Blakesley, Cllr W Mann
2. **To approve the minutes of the Parish Council Meeting held on 28th July 2025:**
The minutes of the Parish Council Meeting held on 28th July 2025 (pages 1-6) were proposed for approval by Cllr D Ward seconded Cllr T McEwen and all agreed (two minor adjustments were noted and signed by Chair)
3. **To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**
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
4. **To receive questions or comments from the parishioners:**
Two MOP attended to suggest street names for the new Hopkins Homes development.
Also trees on Ransome Avenue/Reeves Close are overhanging the footpath
5. **To receive the reports from the District & County Councillors:**
County Councillor Wilby
Long Stratton Bypass is now open with full completion due in October.
A new initiative is due to be rolled out across Norfolk using AI to identify elderly residents who are vulnerable to falls and escalating needs to provide proactive intervention to enhance safety and wellbeing of those at highest risk.
NCC has secured funding to enhance local transport infrastructure over the next four years. This should help reduce congestion, improve accessibility, enhance public transport and promote sustainable travel.

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

Highways have replied to several of the outstanding issues:

Confirming that the chevron sign on the A140 roundabout has now been replaced. Additional repeater signs have been installed on Bungay Road and the Village gateway signs have been installed.

Terrace Road/Low Road investigations found no evidence of sewage. If this reoccurs it needs to be reported to Anglian Water. However a short length of drainage pipe has been damaged by tree roots which needs to be replaced and should be completed before winter.

Pavement to Diss should have works completed end of September – Clerk to chase this.

The Highway Ranger Service was introduced in 2011 after a successful trial to enhance coordination between local highway teams and Town and Parish Councils. Its goal is to improve community engagement and address highway issues promptly between scheduled inspections.

7. To receive an update on the approach from South Norfolk Council to explore reallocation of the S106 funds to another project:

Cllr P Jones is aware of a recent meeting between parties involved which has proved inconclusive at this stage. Cllr P Jones will suggest another meeting will be held at which he will be present.

8. To consider the Section 38 agreement between NCC and TM Browne developments Ltd and Broadleaf Norwich Road Ltd and Scole Parish Council.

This is with Cllr Jones and Cllr McEwen to check through and sign as it has been confirmed that the Parish Council will have no responsibility for the drainage-All agreed

9. To consider and discuss street names for the new development in Scole by Hopkins Homes:

As requested by the developer the council agreed on three themes to put forward to Hopkins Homes:

Local residents/war heroes mentioned on the war memorial

Admiral Lord Nelson

Local Flora and Fauna – Proposed Cllr J Ward, Seconded Cllr Orford

10. PLANNING

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

2023/2961

Applicant: Charlie Yiasemis

Location: Scole Inn Hotel The Street Scole Norfolk IP21 4DR

Proposal:

Erection of temporary marquee to provide additional seating area with concrete hardstanding

Application Type: Full Planning Permission-**Application withdrawn**

10.2.To receive an update on any previous planning applications:**2025/2688**

Works to trees in Conservation Area

Scole - Church Of St Andrew Norwich Road Scole Norfolk

T1 - Mature Horse Chestnut - Large limb snapped out in the summer - Reduce by 25% to suitable growth points. Overall dimensions 18m height x 18m width to 15m height to 15m width.

T2 - Semi mature Horse Chestnut - reduce limb over neighbours garden to points. Overall size 10m x 6m reduced to 10m x 5 m - Only one co-dominant limb being reduced – No Objections-**Noted**

2025/2357

Location: Land South Of High House Norwich Road Scole Norfolk

Proposal: Change of use of land from agricultural to residential with erection of 1 no dwelling (previous approval 2020/2367 lapsed 3/12/24)

Application Type: Full Planning Permission-**Noted**

11. FINANCE**11.1.To approve receipts & payments (Appendix A)**

Payments list previously circulated to all councillors and available on the website is proposed by Cllr J Ward, seconded Cllr G Fisher and unanimously agreed-**Noted**

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

Details	CR/(DR)	BALANCE
Community Acct Balance B/fwd:		12,516.57
Total Receipts		
Total Payments	1,897.85	
Transferred from Business Saver Account	0.00	
Community Account Balance (after payments)		10,618.72
Business Saver Account		26,014.54
TOTAL Cash in Bank		36,633.26
Allocated Funds (Listed Below)		31,539.85
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND		5,093.41

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

Details	Closing Balance 31/3/24	CR/DR	Balance
Contingency Fund 1/4/2025	11,720.85	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

Proposed Cllr J Ward Seconded Cllr Fisher – All agreed

12. To receive reports from the current Working Groups:

12.1. Employment Group (GB, LT) – Nothing to report

12.2. Internal Control (PJ, JW, TM) – Nothing to report

12.3. Cycle Path Group (PJ,) - Concerns about the footpath between Diss and Scole
– Clerk to chase up planned works

**12.4. Diss & District Neighbourhood Plan & Management Review Group (DDNPMRG)
(Graham Moore, DW)** Nothing to report

12.5. Scole Nature Trails Trust Group (COB, LT, GF)

Willow tree on permissive path felled and cleared hindered by discovery of wasps nest.

End of August removed over 20 bags of rubbish from Lot 3 after the rough sleeper moved on.

Felled and removed four dead ash trees in Pocket Park, four more to remove.

Cutting and tidying up churchyard conservation areas in Sept.

Tidied footpath and cleared brambles from Community Centre/Rogers Pond

In Pocket Park a willow tree has fallen and will be dealt with in due course.

12.6. Community Centre (PJ) – No

12.7. Scole Parish Hub (DW, JW) 14.8 Devolution Working Group (PJ,JW,TM) No
further information other than will keep the charity status.

13. To report any incidents of overflow, spillage and discharge into the river during the month

28th August 2025 Anglian water visited due to a blockage in the pipeline from Robinson Road to the pump station on Bungay road.

The engineer's concern was any discharge in the ditch and on to the river. There were no problems with overflow or discharge at that time.

The engineer told me his manager said they would be in deep trouble if we again have macerated sewage in the ditch along lot 2.

As Anglian Water does not have a licence to do this the environmental agency could fine them heavily.

A few days later a contractor for AW arrives at Robinson Road, 8 men in 4 vans to inspect the pipeline. using cameras and clearing equipment managed to clear roots and debris from the pipe. They could do no more as another team that was supposed to clear all the overgrown bushes had not arrived.

We now wait for the various teams to organize themselves to carry out the necessary work, more needs to be done as roots would indicate a broken pipe or at least poor jointing.

These blockages happen about every 3 to 4 months.

14. To consider training for Parish Councillors:

None required

15. To receive and discuss items from the Parish Council

Clements Close lettering of road sign fading - Clerk to log on portal

Bridge over A140 Thelveton/Norwich Road foliage on footpath overgrown-Clerk to contact Council

Pothole near No 1 Robinson Road – Clerk to report

Councillors commented that the Village Gateway Signs look good

16. To receive items for the next Agenda:

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

17. Next meeting of the Parish Council is on 27th October 2025 at 19:00

Meeting closed at 21.00

DRAFT

APPENDIX A

Payment List

Scole Parish Council PAYMENTS LIST

22 September 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
39	Grass Cutting	22/09/2025		Barclays Community		Grass Cutting	C & G Trenching	Z	278.21		278.21
											278.21
40	Grass Cutting	22/09/2025		Barclays Community		Grass Cutting	C & G Trenching	Z	278.21		278.21
											278.21
41	Tree Works	22/09/2025		Barclays Community		Tree Works	JD Tree Services & Countr	S	690.00	138.00	828.00
											828.00
42	Streetlight Maintenance Contra	22/09/2025		Barclays Community		Streetlight	Cozens	S	55.00	11.00	66.00
											66.00
43	Streetlight Maintenance Contra	22/09/2025		Barclays Community		Streetlight	Cozens	S	55.00	11.00	66.00
											66.00
44	Parish Partnership	22/09/2025		Barclays Community		Parish Partnership	Norfolk County Council	E	3,030.00		3,030.00
											3,030.00
45	General Parish Maintenance	22/09/2025		Barclays Community		Village Maintenance Expenses	Christopher Brooks	Z	37.42		37.42
											37.42
46	Employee Expenses	22/09/2025		Barclays Community		Salary & Expenses	Alison Cowles	E	3.60		3.60
46	Clerk's Salary	22/09/2025		Barclays Community		Salary & Expenses	Alison Cowles	E	329.12		329.12
											332.72
47	RFO Salary	22/09/2025		Barclays Community		Salary & Expenses	Sara Campbell	E	219.70		219.70
											219.70
48	Employee Expenses	22/09/2025		Barclays Community		Salary & Expenses	Alison Cowles	E	3.60		3.60
48	Clerk's Salary	22/09/2025		Barclays Community		Salary & Expenses	Alison Cowles	E	329.12		329.12
											332.72
49	RFO Salary	22/09/2025		Barclays Community		Salary & Expenses	Sara Campbell	E	219.70		219.70
											219.70
50	NPower	12/09/2025		Barclays Community		Electricity	NPower Business Solutions	L	1,473.78	73.69	1,547.47
											1,547.47
51	NPower	22/09/2025		Barclays Community		Electricity	NPower Business Solutions	L	306.55	15.33	321.88
											321.88
52	Clerk's Salary	22/09/2025		Barclays Community		Salary & Expenses	HMRC	E	82.20		82.20
											82.20
53	Clerk's Salary	22/09/2025		Barclays Community		Salary & Expenses	HMRC	E	82.20		82.20
											82.20
Total									7,473.41	249.02	7,722.43

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

28 July 2025
Page 6 of 7

Signed
Chair

Receipts

Scole Parish Council RECEIPTS LIST

21 September 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
3	Precept	17/09/2025		Barclays Community		Precept	South Norfolk Council	E	16,591.00		16,591.00
									Total	16,591.00	16,591.00

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