

SCOLE PARISH COUNCIL

MINUTES of the virtual Parish Council meeting held on Monday 26 April 2021 at 7.00 pm via Zoom

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

In attendance: Sara Campbell (Clerk) and 3 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 22 March, 2021:**
The minutes of the Parish Council Meeting held on 22 March 2021 (pages 1-4 of 4) previously circulated to all members, were proposed by Cllr Moore, seconded Cllr Ward and unanimously agreed.
- 3. To record declarations of interest and approve any requests for dispensations for disclosable pecuniary interests or other interests:**
Cllr Ward – Scole Parish Hub
Cllr Moore – Scole Parish Hub
- 4. To receive questions or comments from the parishioners:**
A parishioner reminded the Council that they had agreed the Council would not give any financial support to the Village Hall project, therefore, they felt giving the CIL money to the Scole Parish Hub was breaking this agreement, this money should be offered to other community groups. The Clerk responded to the Council and the public confirming that the agreement was, parishioners would not pay towards the Village Hall from their precept contributions and the CIL money is not precept money. CIL money can only be used for improvements to infrastructure and is not for giving donations.
- 5. To receive the reports from the District & County Councillors:**
District Councillor Clayton Hudson:
Neither were in attendance, the Clerk read the District Councillors report.
- 6. To receive the Clerks Report:**
Nothing to update.
- 7. To discuss the format of the Annual Parish Meeting:**
The Clerk had previously circulated a report to the Council. With the legislation no longer allowing the holding of "virtual" meetings from 6 May holding an Annual Parish Meeting (APM) is difficult, add to that groups not

meeting for the last year it was agreed not to hold the APM this year – proposed Cllr Trevail, seconded Cllr Blakesley and unanimously agreed.

8. To consider the Wildflower Verge campaign:

Various areas suitable for seeding wildflowers were discussed, Bungay Road, greenswards on the by-pass, Norgate Lane and the new permissive path. Cllr Buckenham suggested signs are erected to show the areas are designated wildflower areas. **Councillors to send nominations to the Clerk. Clerk to liaise with Cllr Wilby regarding the seeds.**

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

Currently looking to work with the original architect to design something more affordable and sustainable, the original plans would cost close to £2 million to build. Looking to design a building that can be built in stages and therefore, funded in stages. Meeting with architect arranged for next week.

10. Scole Parish Hub:

10.1. To receive an update on the progress of Scole Parish Hub

As 9. above.

10.2. To agree the Heads of Terms for the proposed lease of land to Scole Parish Hub for the purpose of building a village hall

The Clerk is in receipt of an email from Wellers Hedley solicitors with the questions to establish the terms of the lease, the council responded:

Suggested length of lease – **125 years**

Rent to be paid annually - **£1.00**

Rent review period – **Annually**

Who is responsible for insuring the building – **Tenant**

Who is responsible for all interior and exterior repairs – **Tenant**

What title does the Parish Council have to the land being leased –

Freehold

Is a right-of-way needed to the land to be leased – **No access is direct of the public highway.**

Any particular restrictions on the use of the building? **No**

Are there any facilities to be used in common with other or adjoining premises, such as car park, services – **Drainage, will have own**

attenuation.

Cllr Trevail proposed that Agenda item 12 is discussed before 10.3 – unanimously agreed. Minuted in numerical order.

10.3. To clarify the Parish Council's financial commitment to the building of the proposed village hall project

At the meeting on 22 March, 2021 the Council asked the Clerk to draft a statement for approval.

Following a series of discussions at various Parish Council meetings since 2013 the Parish Council would like to reassure and clarify to parishioners, that whilst the Parish Council agreed to support the planning application for the development on Norwich Road now known as St

Andrews Gardens and would accept the gift of land and S106 monies to build the village hall, the building of the proposed village hall will not be funded through the Parish Precept (the parish contribution collected from tax payers council tax). However, the Parish Council will consider applications for grant funding in line with the Grant Policy of the Parish Council.

Cllr Moore proposed the statement, seconded Cllr Brooks and unanimously agreed.

10.4. To discuss offering £5,000 CIL money received from the new development to the Scole Parish Hub:

Due to the reluctance of South Norfolk District Council to release S106 monies for another set of plans, despite the lack of involvement from the Parish Council or the Scole Parish Hub in the drawing of the original plans, the Hub are finding it hard to get the project off the ground. A solution for discussion could be to offer the £5,000 CIL money the Parish Council has received from the Norwich Road development.

Councillors had lengthy discussions, several Councillors feeling the Council had agreed not to fund the building of the village hall, the Clerk pointed out this was from precept but this money is from the development for improvements to infrastructure.

Cllr Moore proposed that the decision is deferred to the next meeting, when the Council has received the money for the payment of the outstanding invoices and the Scole Parish Hub has met with the architects and has a clearer idea of the costs of producing more plans, seconded Cllr Brooks and unanimously agreed.

11. To receive an update on an email received regarding associated costs relating to the transfer of land for the building of a village hall:

The Clerk has received confirmation from South Norfolk Council that they will pay these costs from the S106 monies, this money should be received by the Parish Council in the next 10 days.

12. To agree a response to an email received from a member of the Scole Parish Hub:

The Councillors were very offended by the allocations made in the email circulated and this email put at risk the relationship between the Scole Parish Hub and the Parish Council. The Clerk had circulated an email from the Scole Parish Hub to confirm these views were not the views of the Hub and were personal to the individual concerned. **Clerk to respond to the individual.**

Cllr Trevail left the meeting at 20:55 pm

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

The Permissive Path Agreement is with Thelveton Estates to sign.

14. To receive an update on the Diss & District Neighbourhood Plan:

Highways objected to the Rose Farm proposal as there is not sufficient site splay visibility.

Cllr Moore proposed that the Rose Farm site is deleted and land owned by Thelveton Estates behind Flowerdew Meadow is added, consider creating a new access from Norwich Road over this land to the currently allocated proposed development at the rear of Flowerdew Meadow. Unanimously agreed.

15. PLANNING

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

2021/0663

Location: Waveney House Bungay Road Scole IP21 4DX

Proposal: Conversion and extension to existing garage to form holiday let.

Application Type: Full Planning Permission

Council Comment: No comment

2021/0778

Location: 9 Beech Close Scole IP21 4EH

Proposal: Erection of a rear extension to existing dwelling.

Application Type: Householder

Council Comment: No comment

15.2. To receive an update on any previous planning applications:

KFC/Starbucks development has been refused.

16. FINANCE

16.1. To approve payments (C):

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
Online	E-on	Electricity April 2021	211.95	10.09	
Online	Sara Campbell	Salary & Expenses	529.79		
Online	Norfolk Parish Training & Support	Subscription 2021/22	240.10		
Online	C & G Trenching	Grass Cutting	442.84		
online	Steeles Law	Norwich Road Disbursements	43.00		
Online	Diss & District Neighbourhood Plan	Contribution	500.00		
Online	Chris Brooks	Litter Picking Expenses	81.14		
		TOTAL £	2,048.82	10.09	

Proposed Cllr Buckenham seconded Cllr Ward and unanimously agreed.

16.2. Receipts (B):

Date	Account	Received From	Amount
26/4/21	Community	South Norfolk Council (CIL)	5,030.39
TOTAL £			5,030.39

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

Details	CR	DR	
Cash Book Balance Brought Forward (Community Account 00473138) A	11,874.80		
Receipts this month (Community Account) (listed above): B	5,030.39		
Payments this month (listed above): C		2,048.82	
Cash Book Balance Carried Forward (=A+B-C) Community Account Balance			14,856.37
Business Saver Account Opening Balance 1/4/20 - £4,629.83			4,629.83
Cash in Bank			19,486.20
Allocated Funds (Listed Below)			13,684.04
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND			£5,802.16

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)	4,000.00		
Legal Fees (paid 28/9/20)		-603.00	
S137 Donation to Scole Parish Hub (25/1/21)		-2,000.00	1,397.00
Street Lights	2,983.68	-1,505.00	1,478.68
Contingency Fund	9,466.82		9,466.82
CIL	1,341.54		1,341.54
Neighbourhood Plan (paid 22/6/20)	1,000.00	-1,000.00	0.00
TOTAL £	18,792.04	3,603.00	13,684.04

17. To consider any training requirements for Councillors':

The list of training courses offered by Norfolk Parish Training & Support has been circulated if anyone would like to attend any training, please contact the Clerk.

18. To receive and discuss items from Parish Councillors':

Cllr Jones – Asked if there had been any progress on the flooding issues?
Clerk to find out. The lake at Dickleburgh is much smaller than it was.

Cllr Brooks – Water voles have returned. Lots of work has been undertaken in the Pocket Park, path has been re-shingled and the gateway on the Suffolk side has been narrowed.

19. 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.

20. To receive items for the next Agenda:

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

21. To agree the proposed time and date of the next Parish Council meeting on Monday, 24th May, 2021 at 7.00 pm.

Meeting adjourned at: 21:37 pm.