

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 28 October 2024 at 7.00 pm at Scole Community Centre, Ransome Avenue, Scole.

Councillors Present: Cllr P Jones (Chair), Cllr G Blakesley, Cllr C Brooks, Cllr G Fisher, Cllr W Mann, Cllr McEwen, Cllr L Trevail, Cllr J Ward & Cllr D Ward

In attendance: Sara Campbell (Clerk), County Cllr M Wilby, District Cllr C Hudson & District Cllr D Thompson

1. **To consider accepting apologies for absence:** Apologies received from Cllr Lady R Mann

2. **To approve the minutes of the Parish Council Meeting held on 23 September 2024:**

The minutes of the Parish Council Meeting held on 23 September (pages 1-6 of 6) were proposed for approval by Cllr Blakesley seconded Cllr McEwen and unanimously agreed.

3. **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

4. **To appoint a Vice-Chair**

Cllr Jones proposed Cllr McEwen.
Cllr Ward proposed Cllr Trevail

Following a vote Cllr McEwen received 5 votes and Cllr Trevail 2 votes - Cllr McEwen is appointed Vice-chair.

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

- Asked if the figures could be erected at the War Memorial? Councillors agreed.
- Clive Blakesley confirmed the last grass cut has been completed. The trees near the war memorial need trimming. Footpath near shop is breaking up.
- A resident wanted to know when work will be undertaken on the ditch that floods at the bottom of hill. A representative from Thelveton Hall

Estate confirmed they are waiting for funding from Norfolk Rivers Trust – Cllr Wilby will chase the funding. Work on the ditch should be undertaken in December.

- Light out on A1066
- Tree covering light outside 25 Reeve Close

6. To receive the reports from the District & County Councillors:

County Cllr Wilby

- Four new tenants have move into county farms.
- Don't abuse the Blue Badge Scheme.
- Salt & Grit stores filled. 47 gritting vehicles cover 2,000 miles of roads.
- Discounted tree packages are available via the Norfolk County Council website
- Sarah Taylor, Police & Crime Commissioner has asked that SNAP meetings need to be attended to be heard.

District Cllr Thompson

- A new initiative Help Hub – Employability, to assist those looking for employment.

District Cllr Hudson

- Confirmed the Norwich Road development of 112 homes + 6 self-build houses approved 8-0 at Planning Committee. There will be £175,000 CIL, £170,000 to Community Centre for car parking and transfer of two football pitches. **Cllr Trevail responded that he didn't feel the mitigation was sufficient for the size of the development and that the Parish had been let down by the planners.**
- Business Awards – eg Retailer of the Year and Pub of the Year voting via the South Norfolk Council website. Nominations close 13 December 2024.
- Winter Pressures Grant - available to community organisations that have an idea to support residents during the winter months, this may be a warm space, Christmas hamper appeal, or a new initiative.

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

The clerk updated the Council on the following item:

- South Norfolk Council have given us authority to co-opt to the current vacancy for a Councillor.
- An email from JD Tree Services confirming will start week commencing 11 November 2024 .
- A consultation by South Norfolk/Broadland relating to the district wide Design Code for South Norfolk & Broadland.
- A quotation from Cozens for the repair of the streetlight outside 27 Ransome Avenue at a cost of £390 – it was agreed to undertake this work.

8. To receive an update on the installation of a plaque on the south side of Scole Bridge:

Cllr Jones will speak with Waterfield to get a quotation for the installation of the plaque.

9. To receive updates on how the Parish Council can improve the play area in the parish:

After lengthy discussions it was agreed that this is not a Parish Council decision. This is a Scole Community Centre matter, remove from the agenda.

10. To consider the cutting down of trees on the land for Scole Parish Hub Clerk to ask for clarification on what is a tree and what is a sapling.

11. To create a list of all outstanding Highways issues to be reported and chased

- 11.1. Bungay Road/A143 Junction
- 11.2. Pothole on pavement outside shop
- 11.3. Chevrons on roundabout A140/A1066
- 11.4. Signs need replacing on roundabout
- 11.5. Direction signs at Karen Close rusted and dangerous, need replacing
- 11.6. Common Road bridge fence has been vandalised (red/white plastic)3-4 panels need replacing
- 11.7. Bungay Road/St Andrews Road uneven surface
- 11.8. Pavement to Diss
- 11.9. Light out on A1066
- 11.10. Dark Lane Corner - mud blocking road drain
- 11.11. Lot 3 – drain cover, pump out (sediment tank)
- 11.12. Bridge Road/Robinson Road junction better signage required
- 11.13. Sluice of Low Road
- 11.14. Leaky Dams – 5 west side of Low Road, 2 Low Road east now only 1.
- 11.15. Bridge Road, area that floods due to tree roots in drains
- 11.16. A1066 undergrowth beside path need flailing back and path needs restoring to original size.

12. To consider potential projects for the Parish Partnership:

The Clerk updated the Council on the email received from Gary Overland NCC Highways regarding the pathway alongside the A1066 and the limitations on what can be done to improve this path.

Councillors asked the **Clerk** to investigate the installation of white gates at the entry points to the village so on Bungay Road, Bridge Road, Diss Road and Norwich Road (near Common Road.

13. To approve the work undertaken by CG Trenching to improve the ditch on Low Road

Cllr McEwen proposed, seconded Cllr Trevail and unanimously approved. Cllr Blakesley did not vote.

14. PLANNING

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

2024/2902

Applicant: Mr Steve Hiscock

Location: Homelea Kiln Lane Billingford Norfolk IP21 4HP

Proposal: Single storey rear extension

Application Type: Householder

Council Comment: The council had no comment to make

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

2024/0558

Location: Land East Of Norwich Road Scole Norfolk

Proposal:

1. Full planning application for 106no. residential dwellings (including affordable homes), garages, parking, vehicular access onto Norwich Road, open spaces, landscaping, drainage and other associated infrastructure.

2. Outline planning application for a phased development of 6no. self-build plots.

Application Type: Hybrid

Update: Application approved by Planning Committee 23 October 2024

15. FINANCE

15.1. To approve receipts & payments (Appendix A)

Payments list previously circulated to all councillors and available on the website. Proposed Cllr J Ward, seconded Cllr McEwen and unanimously agreed.

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

Details	CR/(DR)	BALANCE
Community Acct Balance B/fwd:		11,237.32
Total Receipts	154.70	
Total Payments	(3,475.80)	
Community Account Balance (after payments)		7,916.22
Business Saver Account		30,711.05
TOTAL Cash in Bank		38,627.27
Allocated Funds (Listed Below)		30,273.94
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND		8,353.33

15.3. Allocated funds for the financial year commencing 1-4-24:

Details	Closing Balance 31/3/24	CR/DR	Balance
Proposed Village Hall Site (Lease)	153.00		153.00
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	14,154.23	(1,496.38)	12,657.85
CIL	16,463.09		16,463.09
Cycle Path	1,000.00		1,000.00
TOTAL £	33,749.00	(3,475.06)	30,273.94

16. To receive reports from the current Working Groups and review membership of these working groups:

16.1. Employment Working Group (GB, LT) – Nothing – currently no applications for Clerk's role.

16.2. Internal Control (PJ, JW, TM) – Nothing.

16.3. Cycle Path Group (PJ,) - Waiting for grants to become available.

16.4. Diss & District Neighbourhood Plan (DDNP) (Graham Moore, Corinne Moore, DW) Disappointed that the District Council did not abide to the requirements of the DDNP.

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

- Recent pollution of the river caused by petrol in the culvert. The Environment Agency came out 48 hours later, still a smell of petrol.
- Low Road ditch cleared and water is flowing well.
- Leaves cleared at church.

16.6. Community Centre (PJ)

- Defib training taking place

16.7. Scole Parish Hub (DW, JW)

- New figures received from the QA
- Fund raiser planned for Friday 20th December 2024 – Carol Evening with mince pies and mulled wine
- Adnams Trust have awarded the money for 6 benches – will require 5 bags of cement for each bench.

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

- Petrol as mentioned.

18. To consider any training requirements for Councillors:

None

19. To receive and discuss items from Parish Councillors:

Cllr Brooks – Remove from Bank Account.

Cllr McEwen – Have we got access to sandbags?.

20. To receive items for the next Agenda:

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

21. Next meeting of the Parish Council is on Monday 25 November 2024 at 19:00

Meeting closed at: 21:09

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APPENDIX A

Scole Parish Council PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
6	Poppy Wreath	28/10/2024	15.2	Barclays Community		Receipt - S137	Various Poppy Wreaths	Z	154.70		154.70
											154.70
45	NPower	28/10/2024	15.1	Barclays Community		Payment - Electricity	NPower Business Solutions	L	-328.93	-16.45	-345.38
											-345.38
46	Expenses	28/10/2024	15.1	Barclays Community		Payment - Salary & Expenses	Sara Campbell	E	-7.65		-7.65
46	Clerk's Salary	28/10/2024	15.1	Barclays Community		Payment - Salary & Expenses	Sara Campbell	E	-750.71		-750.71
											-758.36
47	Clerk's Salary	28/10/2024	15.1	Barclays Community		Payment - Salary & Expenses	HMRC	E	-32.80		-32.80
											-32.80
48	Streetlight Maintenance Contra	28/10/2024	15.1	Barclays Community		Payment - Streetlight	Cozens	S	-55.00	-11.00	-66.00
											-66.00
49	ICO	28/10/2024	15.1	Barclays Community		Payment - Data Protection Fee	ICO	Z	-40.00		-40.00
											-40.00
50	Parish Partnership	28/10/2024	15.1	Barclays Community		Payment - Parish Partnership	Norfolk County Council	Z	-1,750.00		-1,750.00
											-1,750.00
51	Grass Cutting	28/10/2024	15.1	Barclays Community		Payment - Grass Cutting	C & G Trenching	Z	-319.34		-319.34
											-319.34
52	General Parish Maintenance	28/10/2024	15.1	Barclays Community		Payment - Village Maintenance	C & G Trenching	Z	-150.00		-150.00
											-150.00
53	General Parish Maintenance	28/10/2024	15.1	Barclays Community		Payment - Village Maintenance	Christopher Brooks	S	-11.60	-2.32	-13.92
											-13.92
Total									-3,291.33	-29.77	-3,321.10

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