

SCOLE PARISH COUNCIL

MEETING MINUTES

MINUTES of the Parish Council Meeting held on Monday 27 January 2025 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 Lady R Mann, Cllr L Trevail, Cllr J Ward

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

1. **To consider accepting apologies for absence:** Apologies received from Cllr W Mann, Cllr McEwen and Cllr D Ward
2. **To approve the minutes of the Parish Council Meeting held on 25 November 2024:**

The minutes of the Parish Council Meeting held on 25 November (pages 1-7 of 7) were proposed for approval by Cllr Blakesley seconded Cllr Fisher 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 receive questions or comments from the parishioners:**
 - None
5. **To receive the reports from the District & County Councillors:**

County Cllr Wilby

 - Gave an update on the proposed devolution. Norfolk/Suffolk will be split into Unitary Councils. County elections planned for May will be cancelled, a Mayor will be elected in 2026.
 - Budget meeting to be held in February, proposed increase is 4.99%

District Cllr Hudson

 - Diss pool is open positive feedback received so far.
 - John Grose site has been purchased by SNC to be run as a community building, gym, café and other facilities.
 - SNC Council Tax maximum increase will be £5.00.

- A task & finish group is being set up for the proposed devolution. Parish & Town Councils will have more responsibilities with devolution.
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6. To receive the Clerks Report and an update on any correspondence received:

The clerk updated the Council on the following items:

- The light outside 28 Robinson Road is burning purple due to the lantern failing, cost to repair is £395 VAT, defer to next year.
- The THINK sign which is broken belongs to NCC so will be responsibility of Amey to repair.
- The faulty Speed Awareness Machine (SAM) will be taken to Westcotec for assessment.
- The Clerk reviewed the list of previously agreed and reported highways issues to update list and chase those still outstanding.

7. To receive an update on the cutting down of trees on the land for Scole Parish Hub:

Councillors unanimously agreed not to undertake this work at this time.

8. PLANNING

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

None

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

None

9. To consider and agree who the land for the proposed new playing field should be transferred to, prior to South Norfolk Council drafting the proposed S106 agreement:

Cllr G Blakesley proposed that the land for the proposed new playing field is transferred to Scole Community Centre and Playing Field (Charity No. 304084) seconded Cllr J Ward and unanimously agreed.

10. FINANCE

10.1. To approve receipts & payments (Appendix A)

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

The Clerk updated Councillors that the Council is awaiting receipt of funds from HMRC (VAT refund) and NCC (Grass Cutting).

Councillors agreed to transfer £5,000 from the Barclays Saver Account.

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

Details	CR/(DR)	BALANCE
Community Acct Balance B/fwd:		4,863.42
Total Receipts	731.34	
Total Payments	(7,017.40)	
Tranferred from Business Saver Account	5,000.00	
Community Account Balance (after payments)		3,577.36
Business Saver Account		
Interest 6 Dec	114.85	25,825.90
TOTAL Cash in Bank		29,403.26
Allocated Funds (Listed Below)		29,183.94
Community Account + Business Saver Account - Allocated Funds = AVAILABLE TO SPEND		219.32

10.3. 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		
Legal fees Parish Hub Lease		(153.00)	0.00
Street Lights	1,978.68		
Spent on Street Light upgrades 1,978.68		(1,978.68)	0.00
Contingency Fund	14,154.23		
Spent on Street Light upgrades 1,496.38		(1,496.38)	
Street Light repair outside 27 Ransome Avenue		(390.00)	
Legal Fees Parish Hub Lease		(547.00)	11,720.85
CIL	16,463.09		16,463.09
Cycle Path	1,000.00		1,000.00
TOTAL £	33,749.00		29,183.94

11. To approve the budget for 2025/26:

The Clerk presented the budget to the Council. Expenses will increase this year by £5,217 to £37,000 the predicted income is £3,818, therefore an amount of £33,182 is to be funded by precept. Proposed Cllr Fisher, seconded Cllr L Trevail and unanimously agreed.

12. To approve and sign the precept request for 2025/26:

The Council require a precept of £33,182. A Band D property will pay £64.31 per year Council Tax a £9.10 increase. Proposed Cllr Brooks, seconded Cllr J Ward and unanimously agreed.

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

13.1. Employment Working Group (GB, LT) – No formal applications have been received.

13.2. Internal Control (PJ, JW, TM) – Nothing until May 2025.

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

13.4. Diss & District Neighbourhood Plan (DDNP) (Graham Moore, Corinne Moore, DW) A letter has been sent from the DDNP to South Norfolk Council expressing their disappointment at the Neighbourhood Plan being ignored in the recent approval of the planning application by Hopkins Homes.

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

- Rough sleeper sites have been cleared.
- Fish being caught and left on the Scole Bridge to die, consider a Fishing Warden.
- Fisherman leaving magnets behind.
- A140 footpath hedge is finished.
- Wood has been cleared from Lot 2
- Churchyard to Bungay Road footpath has been cleared
- Ditches on Low Road/Norwich Road being checked daily for any excessive water potentially leading to flooding.
- Hedge on Hub Site cleared

13.6. Community Centre (PJ)

- The Parish Council grant helps the Community Centre to keep the hire rates affordable to the community.
- Play Area inspection is arranged with ROSPA
- The Football Club contributes to approx. one third of the Community Centre income.

13.7. Scole Parish Hub (DW, JW)

- The committee feel they are not getting any support – add to the agenda to discuss at the next meeting.

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

- During the month there has been another incident of raw sewage in the ditch behind Clements Close. AWA engineers have attended site and two cameras have been used to investigate issues. Tankers have been pumping out. Cllr Fisher is keeping a video diary on wet days. AWA want to see when flowing.

8.50 pm Cllr Lady Mann left the meeting.

15. To consider any training requirements for Councillors:

Book Induction Training for Cllr Orford

16. To receive and discuss items from Parish Councillors:

Cllr Jones – Bungay Road still complaining about speeding traffic, repeater signs should be installed soon.

Cllr Fisher – Sight splay on Bridge Road/Diss Road still a problem. The hedge needs to be cut back to fence and lowered. **Clerk to write to householder and Highways asking for assistance.**

Cllr Blakesley – The culvert on Norwich Road to ditch opposite Common Road Bridge needs reinstating. **Clerk to contact Highways.**

Ditch at Flowerdew Meadow full of water and blocked with leaves. **Clerk to contact Saffron Housing to sort ditch to stop water flooding into the village.**

Cllr Jones – Some remedial work is required at war memorial, will approach Bierton Woods for a quote.

17. To receive items for the next Agenda:

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

18. Next meeting of the Parish Council is on Monday 24 February 2025 at 19:00

Meeting closed at: 21:03

APPENDIX A

Payment List

Scole Parish Council PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
62	NPower	09/12/2024		Barclays Community		Electricity	NPower Business Solutions	L	414.16	20.71	434.87
63	Clerk's Salary	18/12/2024		Barclays Community		Salary & Expenses	HMRC	E	4.60		4.60
64	Clerk's Salary	18/12/2024		Barclays Community		Salary & Expenses	Sara Campbell	E	633.83		633.83
65	PWLB Repayments	06/01/2025		Barclays Community		Loan Repayment	Public Works Loan Board	E	970.12		970.12
66	NPower	27/01/2025	10.1	Barclays Community		Electricity	NPower Business Solutions	L	437.29	21.86	459.15
67	Clerk's Salary	27/01/2025		Barclays Community		Salary & Expenses	HMRC	E	4.80		4.80
68	Clerk's Salary	27/01/2025	10.1	Barclays Community		Salary & Expenses	Sara Campbell	E	633.63		633.63
68	Expenses	27/01/2025	10.1	Barclays Community		Salary & Expenses	Sara Campbell	E	14.40		14.40
69	Streetlight Non-contracted Rep	27/01/2025	10.1	Barclays Community		Streetlight	Cozens	S	325.00	65.00	390.00
70	Streetlight Maintenance Contra	27/01/2025		Barclays Community		Streetlight	Cozens	S	55.00	11.00	66.00
71	Streetlight Maintenance Contra	27/01/2025	10.1	Barclays Community		Streetlight	Cozens	S	55.00	11.00	66.00
72	Parish Hub	27/01/2025		Barclays Community		Scole Parish Hub	Wellers Hedleys	S	700.00	140.00	840.00
73	Community Centre	27/01/2025	10.1	Barclays Community		Community Centre	Scole Community Centre (£	Z	2,500.00		2,500.00
Total									6,747.83	269.57	7,017.40

Receipts

Scole Parish Council RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
8	Grass Cutting	06/12/2024		Barclays Community		Grass Cutting	Saffron Housing	E	665.04		665.04
9	Poppy Wreath	11/11/2024		Barclays Community	S137		Friends of Scole School	E	22.10		22.10
10	Poppy Wreath	08/11/2024		Barclays Community	S137		Scole Old Boys	E	22.10		22.10
12	Poppy Wreath	09/12/2024		Barclays Community	S137		SNTT	E	22.10		22.10
Total									731.34		731.34