



Scole Parish Council

MINUTES of the Parish Council Meeting held Monday 21 December 2015 at St Andrews Church, Scole

Cllrs. Present: Chair Cllr G Moore, Cllr C Moore, Cllr C Brooks, Cllr C Blakesley, Cllr L Trevail

In attendance: Sara Campbell (Clerk), 5 members of the public

MINUTES	ACTION
<p>1. To consider accepting apologies for absence:</p> <p>Apologies accepted from Cllr Lady Mann, Cllr J Jones and Cllr M Richmond.</p>	
<p>2. To receive the application and co-opt Mr M Hall to the role of Parish Councillor: The Councillors were given voting slips to co-opt Mr M Hall to the role of Parish Councillor. The vote was unanimous and Cllr G Moore welcomed Mr Michael Hall to the Council.</p>	
<p>3. To approve the minutes of the Council meeting on 16 November 2015 - The minutes of the meeting (pages 897 - 901) on 16 November, 2015, previously circulated to all members were proposed by Cllr C Blakesley, seconded Cllr C Brooks and unanimously agreed and signed by the Chair.</p>	
<p>4. To record declarations of interest from members in any item to be discussed: Cllr Trevail - Item 10.</p>	
<p>5. Adjourn the meeting to allow public participation – the meeting was adjourned at 7.13 pm.</p>	
<p>5.1. Parishioners' Questions or Comments: Issues raised:</p> <ul style="list-style-type: none"> • One resident of Clements Close enquired about the sale of Lot 2. • Faulty street light at Pocket Park – these are maintained by Norfolk County Council. • Noticeboard at Billingford needs urgent maintenance • Ensure Mrs S Redgrave is removed from telephone banking 	
<p>5.2. Reports from District & County Councillors: <i>The reports will be available on the parish website. www.scoleparish.org.uk.</i></p>	
<p>6. Re-convene the meeting – the meeting was re-convened at 7.25 pm.</p>	
<p>7. To receive the Clerk's Report:</p>	
<p>7.1. Review Schedule of Actions – OUTSTANDING ISSUES: BIN OUTSIDE SHOP 15/6/15 – Clerk has emailed Roy Philpott shop owner asking if the shop would consider purchasing a bin. 20/7/15 No response received – Clerk to email Linda co-owner. 21/9/15 email sent to the shop – no response received. 12/10/15 Cllr Brooks to confirm email address with Clerk. 16/11/15 email sent again. 21/12/2015 Still no response, Council assume shop does not wish to purchase bin, discussion regarding the Council</p>	



MINUTES	ACTION
<p>purchasing a bin but it would need fixing to the shop premises. Cllr Blakesley to contact the owner.</p>	<p>Cllr Blakesley</p>
<p>BIN AT BUS STOP 21/12/15 this is not being emptied by South Norfolk Council, Clerk to contact them to arrange.</p>	<p>Clerk</p>
<p>7.2. Police Statistics – Due to changes in the reporting system at Norfolk Constabulary no figures were available this month.</p>	
<p>8. To discuss village traffic concerns:</p>	
<p>8.1. General Traffic Concerns:</p> <ul style="list-style-type: none"> Information from SAM2 Machine–Norwich Road by Church. Peak time 9 am – 10 am average speed 29.9 mph, between 4 pm and 5 pm average speed 29.1 mph. Averages of 2,000 cars are travelling into the village per day. These statistics will be reported monthly. 	<p>Clerk</p>
<p>9. To receive any verbal reports of accidents within the parish: Emergency vehicles attended at accident on A143 at Thorpe Parva.</p>	
<p>10. To receive an update regarding the sale of Lot 1 Bridge Road and the proposed sale of the other 3 Lots of land, Lot 2 to the rear of Clements Close, Lot 3 west of the A140 and Lot 4 to the rear of Karen Close</p> <p>The Clerk updated the meeting:</p> <p>South Norfolk Council have placed Lots 1, 3 & 4 onto the Community Asset Register, preventing Norfolk County Council from selling the lots for 6 months.</p> <p>The Clerk has chased the email received from Historic England Eastern Region to receive an update following their internal meeting.</p> <p>The Clerk has received an update from NPS reporting that there have been a few issues that our solicitor will advise on. The bridge will remain the property of Suffolk County Council.</p> <p>Cllr G Moore will investigate funding.</p>	<p>Cllr G Moore</p>
<p>11. To consider the creation of a permissive path over land owned by Mr A & Mr D West:</p> <p>The Clerk produced the proposed wording for a sign to be displayed at both ends of the permissive path, Councillors agreed the wording, Clerk will send to the landowners for final approval. Once approved Cllr Blakesley will have signs produced.</p>	<p>Clerk/ Cllr Blakesley</p>
<p>12. To agree the positioning in the parish of the recently discovered Marker Stone: It was agreed the stone would be placed on the triangle of grass behind the</p>	



MINUTES		ACTION
<p>barrier. Also agreed was that a laser cut stainless steel plaque would be used to mark the spot. A working party will meet to place the stone in position. Clerk will contact the District Councillors regarding funding for materials.</p>		Clerk
13.	<p>To discuss & vote on any new & o/s planning applications:</p>	
13.1	<p>2015/2757 Location: Peppermill House Kiln Lane Billingford Norfolk Proposal: Retrospective application for lean-to green house to the west facing gable end. Listed Building Consent. Recommendation: No comment.</p>	
13.2	<p>Current planning applications: None</p>	
14.	<p>FINANCE</p>	
14.1	<p>AUTORISATION FOR PAYMENT:</p>	

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
D/D	E-on	Street Lighting	153.98	25.66	
102118	Sara Campbell	Salary & Expenses	341.08		0.00
102119	Ann Foreman	Salary & Expenses	188.35		0.00
102120	Mr G Moore	Wood Bench	179.99	30.00	
102121	Westcotec	Street Lighting Maintenance	275.89	45.98	
TOTAL			1,139.29	101.64	

Proposed Cllr C Brooks and Seconded Cllr C Blakesley and unanimously agreed. It was unanimously agreed that in the absence of Cllr Jones, Mrs S Redgrave could sign the cheques proposed Cllr C Blakesley and seconded Cllr C Brooks.

14.2 RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
18/12/2015	Community	Saffron Housing	1026.58
18/12/2015	Community	Scole Sports & Social Club	577.50
18/12/2015	Community	Various Poppy Wreath donations	240.00
TOTAL			1,844.08

14.3 RESPONSIBLE FINANCE OFFICER REPORT:

Details		CR	DR
Balance Brought Forward from last Month (Community Account)	A	14,054.58	
Receipts this month (Community Account) listed above):	B	1,844.08	
Payments this month (listed above):	C		1,139.29
Community Account Balance			



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(=A+B-C)			14,759.37
Business Saver Account Balance C/ F £4,602.83			
Interest 8/6/15	0.62		
Interest 7/9/15	0.57		4,604.02
TOTAL MONIES			19,363.39

BRIDGE ROAD ALLOCATED FUNDS

Details	CR	DR	Balance
Allocated Funds South Norfolk Council Grant			1,906.00
SNDC Planning Application		192.50	1,713.50
SNDC Contribution to Picnic Tables	250.00		1,963.50
Credit £4,000 from Reserves	4,000.00		5,963.50
D J Ireland Invoice £5,908.80 less VAT £984.80		4,924.00	1,039.50
Dissigns – Scole Pocket Park Signs (Clive Blakesley)		162.00	877.50
Donation from Rosedales	200.00		1077.50
Purchase of waste bin		239.87	837.63
Donation Mrs Spratling	50.00		887.63
Cllr G Moore – Picnic Table		139.00	748.63
Cllr C Blakesley – Concrete for Picnic Table		20.82	727.81
Credit from Reserves Account	1,772.19		2,500.00
Cllr G Moore – Wooden Bench		179.99	2,320.01

- 14.4 **Allocated Funds:** The Clerk had prepared reserves for the commencement of the financial year commencing 1/4/ 2015

APPROVED RESERVES:			
	Reserve 1/4/15	Spent	BALANCE
Bridge Road	2,500.00	179.99	2,320.01
Street Lights	6,205.68		6,205.68
General Contingency	19.53		19.53
VC Celebration Payment from District Councillor	250.00		250.00
TOTAL	8,975.21		8,795.22

15. **To receive and discuss items from Committees/Groups:**

- 15.1 **Employment Group** –The Clerk’s appraisal needs to take place early 2016.
- 15.2 **Finance Group** – Nothing to report. Budget meeting to be held Monday, 11th January 2016 at 7.00 pm – venue to be confirmed.
- 15.3 **Scole Community Centre & Playing Field** –Nothing to report.
- 15.4 **Community Survey Report** – Make Agenda item for January 2016. Cllr C Moore to email update.
- 15.5 **Funding Opportunities Group** – looking for funding for Lots 3 & 4.
- 15.6 **Footpath Warden** – see below.
- 15.7 **Scole Pocket Park** – 25 volunteer hours have been worked this month clearing leaves specifically outside the church and near the roundabout. South Norfolk has cleared the pavements in the village.

Cllr C Moore



MINUTES	ACTION
<p>Cllr Brooks wished to confirm that all work on the Suffolk side of the river is paid for by the River Waveney Trust.</p>	
<p>Cllr & Mrs Brooks have met with Peter James – Rambling Association, they may be able to help with volunteers and supply machinery.</p>	
<p>Cllr G Moore thanks Cllr Brooks and his volunteers for all their work in maintaining these areas for the enjoyment of the villagers and visitors.</p>	
<p>Cllr Brooks will speak to Geoff Dugget from the River Waveney Trust for permission to put a wooden bench on the bridge.</p>	
<p>Cllrs Brooks, Cllr & Mrs Hall are the acting Tree Wardens for the Parish.</p>	
<p>16. To receive an update on any meetings attended: Cllr Brooks has attended the Tree Wardens Steering Group at South Norfolk Council.</p>	Cllr Brooks
<p>17. To receive and discuss items from Parish Councillors:</p> <p>Cllr L Trevail</p> <ul style="list-style-type: none"> • Raised concerns over the land between Flax Farm and Frenze Farm which is to be used for growing herbs, this area has flooded for 50 years the concerns are that if this land is drained the flooding will become an issue. • During the war there was an RAF Radio Station opposite the old railway shed part of the RAF 80 Wing, would the Council consider a plaque there to mark where it was so it is not forgotten. Cllr Hall and Cllr Trevail will investigate further. <p>Cllr C Moore</p> <ul style="list-style-type: none"> • Thelveton noticeboard needs repairing 	Cllr Hall & Cllr Trevail
<p>17. Correspondence received – ask Clerk for any correspondence required.</p>	
<p>18. To receive items for the next Agenda –Review of the Community Survey Report</p>	
<p>19. Date of next meeting: Monday, 18th January, 2016 at 7.30 pm</p> <p>Meeting Adjourned at 9.00 pm</p>	