



# Scole Parish Council

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

**Cllrs. Present:** Chair Cllr G Moore, Cllr C Moore, Cllr S Redgrave, Cllr C Brooks, Cllr C Blakesley, Cllr Lady R Mann, Cllr J Jones, Cllr M Richmond

**In attendance:** Sara Campbell (Clerk), 3 members of the public

MINUTES	ACTION
<p>1. <b>To consider accepting apologies for absence:</b> None</p>	
<p>2. <b>To approve the minutes of the Annual Council meeting on 10 August 2015 -</b> The minutes of the meeting (pages 882 - 884) on 10 August, 2015, previously circulated to all members were proposed by Cllr S Redgrave, seconded Cllr C Brooks and unanimously agreed and signed by the Chair.</p>	
<p>3. <b>To record declarations of interest from members in any item to be discussed</b> – Cllr G Moore has offered to be a Thelveton Trustee on the Village Hall Committee nothing confirmed to date.</p>	
<p>4. <b>Adjourn the meeting to allow public participation</b> – the meeting was adjourned at 7.36 pm.</p>	
<p>4.1. <b>Parishioners’ Questions or Comments:</b> None</p>	
<p>4.2. <b>Reports from District &amp; County Councillors:</b> <i>The reports will be available on the parish website. <a href="http://www.scoleparish.org.uk">www.scoleparish.org.uk</a>.</i></p>	
<p>5. <b>Re-convene the meeting</b> – the meeting was re-convened at 7.39 pm.</p>	
<p>6. <b>To receive the Clerk’s Report:</b></p>	
<p>6.1. <b>Review Schedule of Actions –</b> <b>OUTSTANDING ISSUES:</b> <b>BILLINGFORD POST BOX</b> – reported missing <b>17/6/13</b> Clerk spoke to Martin Wicks who said his superior had promised to contact us – to date no contact – Clerk to Chase. <b>17/2/14</b> Clerk has spoken with Grant at Royal Mail Ipswich , they will not be replacing the Post Box as it was hardly used and there is another in the village Box No: IP21 7081 Post Code: IP21 4HL. Cllr Redgrave unhappy with response and will chase Royal Mail for satisfactory solution. <b>22/4/14</b> –Cllr Redgrave is putting a petition in the pub to keep the Post Box. <b>19/5/14</b> Grant from Royal Mail will visit Billingford to investigate further. <b>21/7/14</b> No further information. <b>15/9/14</b> No further information. <b>13/10/14</b> Cllr Redgrave has spoken to Martin Wicks at Diss, she will meet Grant from Royal Mail he is coming to look at the site, it was mentioned that planning permission will be required Cllr Redgrave spoke with Cllr M Wilby who said that isn’t the case. <b>15/12/14</b> Cllr Redgrave has left 10 messages on Grant’s mobile phone no response received. She has spoken with Martin Wicks at Diss Post Office and told him of her dissatisfaction is the resolution of this situation. There is a petition that will be sent to Richard Bacon MP if no</p>	



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<p>response is received. Clerk to find out if there is a Royal Mail Ombudsman. <b>19/1/15</b> Clerk has the details of the Royal Mail Ombudsman Cllr Redgrave asked the clerk to proceed with the complaint. <b>16/2/15</b> The Clerk has received an email from David Gee – Chairman and Chief Executive Office who is investigating our complaint. <b>16/3/15</b> David Gee has confirmed the Post Box will be replaced and should be in situ by w/c 20/4/15. <b>20/4/15</b> Post Box not in situ Clerk has chased David Gee. <b>18/5/15</b> Confirmation that this post box will be replaced but no guaranteed date. <b>15/6/15</b> Clerk to chase again. <b>21/9/15</b> Clerk had met with Grant Greetham and signed the necessary paper-work, replacement post box should be in place soon.</p> <p><b>ST ANDREWS CHURCH BURIAL GROUND – 15/12/14</b> Clerk to send a letter confirming the Council have fulfilled their financial obligations regarding the conversion of the Rectory garden to a burial ground. <b>19/1/15</b> Clerk to apply for planning permission for change of use. <b>16/3/15</b> Planning Application to be sent after meeting. <b>18/5/15</b> problem with map submitted – Clerk to resolve.</p> <p><b>BIN OUTSIDE SHOP 15/6/15</b> – Clerk has emailed Roy Philpott shop owner asking if the shop would consider purchasing a bin. <b>20/7/15</b> No response received – Clerk to email Linda co-owner. <b>21/9/15</b> email send to the shop – no response received.</p>	
<p><b>6.2. Police Statistics</b> – Crime reported for the month of August 2015.</p> <p>Violence against Person – 3</p>	
<p><b>7. To discuss village traffic concerns:</b></p> <p><b>7.1. General Traffic Concerns:</b> Billingford Bridge is damaged contact Bob Edwards for update.</p> <p>The statistics have been downloaded from the SAM2 machine which demonstrated for the last 30 days the average speed through the village has been 37 mph. Cllr Brooks will download the information each time the SAM2 machine is moved.</p>	
<p><b>8. To receive any verbal reports of accidents within the parish:</b> Motorbike incident on the A140. Burnt patch of tarmac outside Oaklands.</p>	
<p><b>9. Following the response from NPS on behalf of Norfolk County Council, discuss the response of the Parish Council regarding the sale of the remaining 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:</b></p> <p>NPS have confirmed that the advice from their agents is - the guide price for the Lots is £10,000-£15,000 per Lot with a reserve of £10,000 each.</p> <p>After lengthy discussions:</p> <p>Cllr Richmond proposed that the Council write to William H Brown making them aware of the problem regarding Adverse Possession rights to Lots 3 &amp; 4</p>	



MINUTES	ACTION
<p>and the Parish Council seek legal advice on the options available to them seconded Cllr Brooks and unanimously agreed.</p>	Clerk
<p>Cllr C Moore proposed that the Parish Council write to Historic England making them aware of the situation, seconded Cllr Brooks and unanimously agreed.</p>	Clerk
<p>Cllr C Moore proposed that the Parish Council commence the process of putting Lots 1, 3 &amp; 4 onto the Community Asset Register, seconded Cllr Lady Mann and unanimously agreed.</p>	Clerk
<p><b>10. To receive an update regarding the sale of Lot 1 Bridge Road and appoint Lawyers to represent the Parish Council in the purchase of this Lot:</b></p> <p>The Clerk has received three prices for the legal work:            Jackamans - £750 + Disbursements and VAT            Spire - £400 + Disbursements and VAT            Steeles Law - £400 + Disbursements and VAT</p> <p>Cllr G Moore proposed that the Parish Council instruct Steeles Law, seconded Cllr Brooks and unanimously agreed.</p> <p>Clerk to write and instruct Steeles Law.</p>	Clerk
<p><b>11. To receive an update on the recent Planning Meeting where the plans for the Construction 17 no. dwellings and access road, village hall and parking, open space recreation and wildlife areas were refused:</b></p> <p>Cllr G Moore updated the meeting on the recent Planning Meeting at South Norfolk Council. The 11 planners voted: 2 For, 8 Against and 1 Abstention. There are eight areas where the proposed development does not comply with planning policies, six of these can possibly be remedied however, two, view from the church and the National Planning Framework are unlikely to be overturned. Mr Tunmore is considering his position regarding pursuing this project.</p>	
<p><b>12. To consider the creation of a permissive path over land owned by Mr A &amp; Mr D West.</b></p> <p>The Council wish to continue with the establishing of a permissive path over the land owned by Duncan &amp; Andrew West.</p> <p>Clerk to contact them to establish what they require from the Council.</p> <p>Clerk to contact our insurers regarding liability on a permissive path.</p>	Clerk Clerk
<p><b>13. To approve the payment for the Parish Council Poppy Wreath and the purchase of Poppy Wreaths on behalf of the clubs/associations in the</b></p>	



MINUTES		ACTION
	<p><b>village:</b></p> <p>Cllr Redgrave proposed that the Council pay £40.00 for poppy wreaths for Billingford and Scole, and purchase the Poppy Wreaths on behalf of the clubs/associations in the villages total cost £280.00, seconded Cllr Jones and unanimously agreed.</p>	
<b>14.</b>	<p><b>To further discuss the Dog Bin at Thelveton:</b></p> <p>It was agreed at the meeting on 15 June 2015 to purchase a new metal dog bin to replace the bin blown up. Cllr Brooks had made a strong steel dog bin, and Cllrs had asked the Clerk not to order the new dog bin at £200.00 and to add to the item to the agenda for further discussion at the next meeting. The Clerk updated the Council that there had not been any complaints from dog walkers regarding the missing bin, the Ranger has checked the area and there are no signs of dog mess.</p> <p>Cllr Richmond proposed to cancel the previously agreed order for the dog bin, seconded Cllr Redgrave, 4 voted for the motion and 4 against, Cllr G Moore used his Chairman's casting vote and voted against the motion, then altered his vote to for. Clerk to cancel order.</p>	<b>Clerk</b>
<b>15.</b>	<p><b>To discuss &amp; vote on any new &amp; o/s planning applications:</b></p>	
<b>15.1</b>	<p><b>Previous planning applications:</b></p> <p><b>2015/1509</b> Land South of Vehicle Repairs and Sales Garage, Norwich Road, Scole, Norfolk</p> <p><b>Proposal</b> Demolition of existing commercial building and extension. Following demolition erection of three new dwellings and garages</p> <p><b>Update</b> Application has been withdrawn</p> <p><b>2013/1607/8</b> Belmont Grange, Bungay Road, Scole, Norfolk IP21 4HG  <b>Parish Council Comment:</b> Consider with compliance with Planning Approval 14 February 2014 – The Parish Council are concerned that the plans approved at the Council meeting were updated and the Council were not approached for comment. Clerk to clarify the process with South Norfolk Planning.</p>	<b>Clerk</b>
<b>15.2</b>	<p><b>Current planning applications:</b></p> <p><b>2015/1948</b> 30 Clements Close, Scole, Norfolk IP21 4EG  <b>Proposal</b> Construction of a single storey rear extension  <b>Parish Council Comment:</b> No objections – unanimously agreed.</p> <p><b>2015/1948</b> The Coach House, Frenze, Scole, Norfolk IP21 4EZ  <b>Proposal</b> Listed Building consent to regularise permission following 2014/0776  <b>Parish Council Comment:</b> Listed Building consent – no comments to add</p>	
<b>16.</b>	<p><b>FINANCE</b></p>	
<b>16.1</b>	<p><b>AUTORISATION FOR PAYMENT:</b></p>	



# Scole Parish Council

MINUTES					ACTION
PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
102104	Sara Campbell	Salary & Expenses	322.41	0.00	
102105	Ann Foreman	Salary & Expenses	185.20	0.00	
102106	Mr C Brooks	Fuel for grass cutter	17.00	0.00	
102107	Royal British Legion	Poppy Wreaths	280.00	0.00	
102108	M W Services	Grass Cutting	516.00	86.00	
102109	Westcotec Ltd	Lighting Maintenance	275.89	45.98	
D/D	E-on	Street Lighting	159.11	26.52	
<b>TOTAL</b>			<b>1,755.61</b>	<b>158.50</b>	

Proposed Cllr Redgrave and Seconded Cllr Brooks and unanimously agreed.

## 16.2 RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
<b>TOTAL</b>			<b>0.00</b>

## 16.3 RESPONSIBLE FINANCE OFFICER REPORT:

Details	CR	DR	
Balance Brought Forward from last Month (Community Account) <b>A</b>	6,399.75		
Receipts this month (Community Account) listed above): <b>B</b>	0.00		
Payments this month (listed above): <b>C</b>		1,755.61	
Community Account Balance (=A+B-C)			<b>4,644.14</b>
Business Saver Account Balance C/ F £4,602.83 Interest 8/6/15	0.62		<b>4,603.45</b>
<b>TOTAL MONIES</b>			<b>9,247.59</b>

The Council has received a clear bill of health from Mazars.

## BRIDGE ROAD ALLOCATED FUNDS

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



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MINUTES			ACTION
	Cllr C Blakesley – Concrete for Picnic Table	20.82	<b>727.81</b>
	Credit from Reserves Account	3,500.00	<b>4,248.63</b>
<b>16.4</b>	<b>Approve Allocated Funds:</b> Clerk to prepare Reserves		<b>Clerk</b>
<b>17.</b>	<b>To receive and discuss items from Committees/Groups:</b>		
<b>17.1</b>	<b>Employment Group</b> – Clerk to check the Pension notification date.		<b>Clerk</b>
<b>17.2</b>	<b>Finance Group</b> – Cllr Redgrave thanked the Clerk for achieving a successful audit.		
<b>17.3</b>	<b>Scole Community Centre &amp; Playing Field</b> –nothing to report.		
<b>17.4</b>	<b>Community Survey Report</b> – nothing to update.		
<b>17.5</b>	<b>Funding Opportunities Group</b> – nothing to update.		
<b>17.6</b>	<b>Footpath Warden</b> – see below.		
<b>17.7</b>	<b>Scole Pocket Park</b> –During the months of July and August the volunteers have worked a total of 106.5 hours around the village.  Signs have been erected which have helped reduce the amount of fly tipping. South Norfolk Council have replaced some finger posts. Chase the landowner regarding the willows which have fallen into the river.		<b>Clerk</b>
	Clerk to send a letter to Mid Suffolk District Council informing them that the fishing platforms on the Suffolk side of the river need major maintenance work. Copy Brome & Oakley Clerk.		<b>Clerk</b>
<b>18.</b>	<b>To receive an update on any meetings attended:</b> Cllr Brooks has attended a meeting of the River Waveney Trust – South Norfolk wants to cut the Tree Wardens.		
<b>19.</b>	<b>To receive and discuss items from Parish Councillors:</b>  <b>Cllr Blakesley</b> – a tree branch is sticking dangerously out from the wall of Street Farm, Clerk to write to Sir Rupert Mann.  <b>Cllr C Moore</b> – Ernest Seaman Close has been tidied up and the sign erected, Clerk to contact developers regarding an official unveiling.		<b>Clerk</b>  <b>Clerk</b>
<b>20.</b>	<b>Correspondence received</b> – ask Clerk for any correspondence required.		
<b>21.</b>	<b>To receive items for the next Agenda</b> – send any Agenda items to Clerk.		
<b>22.</b>	<b>Date of next meeting: Monday, 12 October, 2015 at 7.30 pm</b>  <b>Meeting Adjourned at 9.45pm</b>		