



Scole Parish Council

MINUTES of the Parish Council Meeting held Monday 16 November 2015 at St Andrews Church, Scole

Cllrs. Present: Chair Cllr G Moore, Cllr C Moore, Cllr C Brooks, Cllr C Blakesley, Cllr Lady Mann, Cllr M Richmond

In attendance: Sara Campbell (Clerk), 4 members of the public

MINUTES	ACTION
<p>1. To consider accepting apologies for absence:</p> <p>Apologies accepted from Cllr J Jones.</p> <p>2. To receive the application and co-opt Mr L Trevail to the role of Parish Councillor: The Councillors were given voting slips to co-opt Mr L Trevail to the role of Parish Councillor. The vote was unanimous and Cllr G Moore welcomed Mr Leigh Trevail to the Council.</p> <p>3. To appoint a Vice Chair: Following the resignation of Cllr Redgrave a new Vice Chair required appointing. Both Cllr Richmond and Cllr Blakesley were prepared to stand. Cllr Richmond withdrew his application and Cllrs voted for Cllr Blakesley – 5 For 1 Against by majority Cllr Blakesley was appointed as Vice Chair.</p> <p>4. To approve the minutes of the Council meeting on 12 October 2015 - The minutes of the meeting (pages 891 - 896) on 12 October, 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>5. To record declarations of interest from members in any item to be discussed: Cllr Trevail - Item 11.</p> <p>6. Adjourn the meeting to allow public participation – the meeting was adjourned at 7.40 pm.</p> <p>6.1. Parishioners’ Questions or Comments: Issues raised:</p> <ul style="list-style-type: none"> • A1066 pot hole – Scole bound opposite Bottle Cottages • Pot hole by the manhole cover close to the junction Diss Road/Bridge Road • Vehicles cutting the corner on Bungay Road • Pocket Park willow tree belonging to West’s is in the river <p>6.2. Reports from District & County Councillors: <i>The reports will be available on the parish website. www.scoleparish.org.uk.</i></p> <p>7. Re-convene the meeting – the meeting was re-convened at 7.45 pm.</p> <p>8. To receive the Clerk’s Report:</p> <p>8.1. Review Schedule of Actions –</p>	



MINUTES	ACTION
<p>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 send to the shop – no response received. 12/10/15 Cllr Brooks to confirm email address with Clerk. 16/11/15 email sent again.</p>	
<p>8.2. Police Statistics – Due to changes in the reporting system at Norfolk Constabulary no figures were available this month.</p>	
<p>9. To discuss village traffic concerns: 9.1. General Traffic Concerns:</p> <ul style="list-style-type: none"> • Information from SAM2 Machine has been downloaded – average speed 33 mph. Between 600 – 700 cars are travelling into the village per day. • Batteries need replacing on the flashing signs – opposite The Grey Hound and opposite Linnaeus – Clerk to contact Westcotec. 	Clerk
<p>10. To receive any verbal reports of accidents within the parish: Triumph Herald Estate mounted the bank – police were called</p>	
<p>11. 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>We are still waiting for the decision on the application for Lots 1, 3 & 4 to be placed onto the Community Asset Register</p> <p>The Clerk has received an email from Historic England Eastern Region who are interested in supporting the Parish Council awaiting more information after an internal meeting.</p> <p>The Council has received no information regarding the purchase of Lot 1.</p>	
<p>12. To consider the creation of a permissive path over land owned by Mr A & Mr D West:</p> <p>Clerk to speak with the land owner.</p>	Clerk
<p>13. To discuss options for safety improvements to Low Road, Billingford: The Clerk updated the meeting on the letter sent by Brome & Oakley Parish Council to Bob Edwards Highways at NCC requesting a need for safety improvements on Low Road Billingford, Clerk to send a supporting letter from Scole.</p>	Clerk
<p>14. To approve the Grass Cutting Contract for 2016: Cllrs agreed to accept the quote from M W Services for the 2016 grass cutting but will invited tenders</p>	



MINUTES	ACTION
---------	--------

June 2016 for the 2017 season. Proposed Cllr Brooks, seconded Cllr C Moore and unanimously agreed.

15. To discuss & vote on any new & o/s planning applications:

15.1 2015/2357 Location: Land South of Vehicle Repairs and Sales Garage Norwich Road Scole Norfolk
Proposal: Demolition of existing commercial buildings and erection of two new dwellings and garages (Revised Application)
Recommendation: No comment.

15.2 Current planning applications:

Burial Ground – Planners required confirmation of trees surrounding the extended burial ground, burials cannot take place within 3 m of trees. Cllr Moore confirmed to the Planners that there are trees.

16. FINANCE

16.1 AUTORISATION FOR PAYMENT:

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
102114	Sara Campbell	Salary & Expenses	321.96		0.00
102116	Ann Foreman	Salary & Expenses	179.35		0.00
102117	M W Services	Grass Cutting	1,375.99	229.33	
D/D	E-on	Street Lighting	159.11	26.52	
TOTAL			2,036.41	255.85	

Proposed Cllr Richmond and Seconded Cllr Brooks and unanimously agreed.

16.2 RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
28/10/15	Community	SNC - CIL	457.36
2/11/15	Community	HMRC - VAT	3,464.74
TOTAL			3,922.10

16.3 RESPONSIBLE FINANCE OFFICER REPORT:

Details	CR	DR	
Balance Brought Forward from last Month (Community Account) A	12,168.89		
Receipts this month (Community Account) listed above): B	3,922.10		
Payments this month (listed above): C		2,036.41	
Community Account Balance (=A+B-C)			14,054.58
Business Saver Account Balance C/ F £4,602.83			
Interest 8/6/15	0.62		
Interest 7/9/15	0.57		
TOTAL MONIES			18,658.60



MINUTES	ACTION
---------	--------

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

- 16.4 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		2,500.00
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		8,975.21

17. To receive and discuss items from Committees/Groups:

- 17.1. Employment Group** – Cllr Richmond agreed to join the employment group. The Clerk's appraisal needs to take place early 2017. Cllr C Moore to act as the liaison with Ann Foreman.
- 17.2. Finance Group** – Nothing to report. Budget meeting to be held Monday, 11th January 2016 at 7.00 pm – venue to be confirmed.
- 17.3. Scole Community Centre & Playing Field** – Tree down on playing field.
- 17.4. Community Survey Report** – Make Agenda item for January 2016. Cllr Moore to email update.
- 17.5. Funding Opportunities Group** – Nothing to update.
- 17.6. Footpath Warden** – see below.
- 17.7. Scole Pocket Park** – 32 volunteer hours have been worked this month. Work has been concentrated on Millars Lane, The Park and Ron's Patch. Millars Lane path has been widened.
- 18. To receive an update on any meetings attended:** Cllr Brooks has attended the Tree Wardens Steering Group at South Norfolk Council.

Cllr Moore

19. To receive and discuss items from Parish Councillors:

Cllr C Moore



MINUTES	ACTION
<ul style="list-style-type: none"> • Bench to go onto the Bridge <p>Cllr C Blakesley</p> <ul style="list-style-type: none"> • Has been given a "Marker Stone", apparently there were three stones in Scole 1 at the Greyhound, 1 at the Reading Room, 1 at the entrance to Sole Inn. After lengthy discussions it was agreed the Clerk would approach the District Councillor for funding to provide an engraved marble plinth. Cllr Brooks to stick a marker where he feels it is best to site the "marker stone", Cllrs to view and at the next meeting decisions can be made. Add to the Agenda. <p>Cllr Brooks</p> <ul style="list-style-type: none"> • Gulleys on A140 blocked. <p>Cllr G Moore</p> <ul style="list-style-type: none"> • Car bottoming out on New Road <p>17. Correspondence received – ask Clerk for any correspondence required.</p> <p>18. To receive items for the next Agenda – "Marker Stone" send any Agenda items to Clerk.</p> <p>19. Date of next meeting: Monday, 21 December, 2015 at 7.30 pm</p> <p>Meeting Adjourned at 9.21 pm</p>	<p>Cllr Brooks</p>