



Scole Parish Council

MINUTES of the Parish Council Meeting held Monday 17 January 2017 at Scole Community Centre, Ransome Avenue, Scole

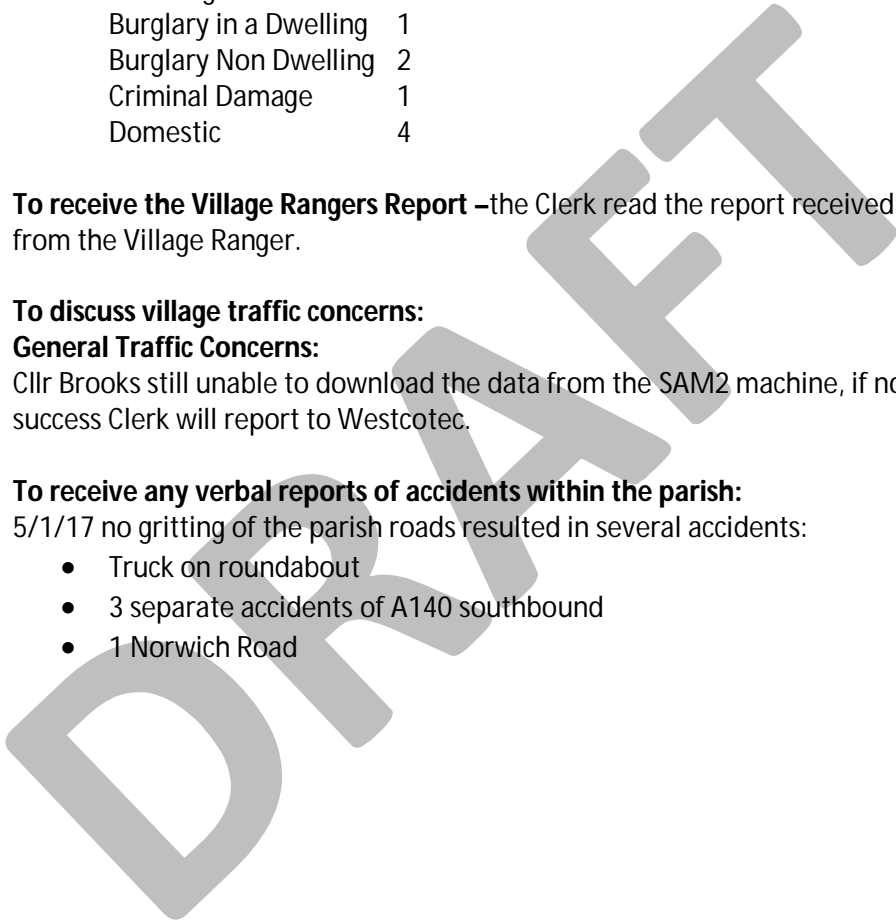
Cllrs. Present: Chair Cllr G Moore, Cllr C Blakesley, Cllr C Brooks, Cllr J Jones, Cllr C Moore, Cllr L Trevail,

In attendance: Sara Campbell (Clerk), County Cllr M Wilby and 4 members of the public

MINUTES	ACTION
<p>1. To co-opt Mr R Cole to the role of Parish Councillor – following the recent advertising of the Casual Vacancy, South Norfolk confirmed that no request for an election had been received and the Parish Council was able to co-opt Mr R Cole to the Council. Following a vote by Councillors the Clerk confirmed it was unanimous in favour of Mr Cole joining the Parish Council. Cllr R Cole signed the Declaration of Office and joined the Council.</p>	
<p>2. To consider accepting apologies for absence: Apologies accepted from Cllr M Richmond and Cllr Lady R Mann.</p>	
<p>3. To approve the minutes of the Council meeting held on 19 December 2016 - The minutes of the meeting (pages 967 - 972) held 19 December, 2016 previously circulated to all members, were proposed by Cllr L Trevail, 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: None</p>	
<p>5. Adjourn the meeting to allow public participation – the meeting was adjourned at 7.40 pm.</p>	
<p>5.1. Parishioners' Questions or Comments: Two members of the Public both members of the Residents Consortium questioned the reference to Lot 2 remaining as a "wild life" area in the minutes 21 November 2016. This reference was not intended to make a stipulation for the use of this land, the Council will work with the Residents Consortium and the created Charity members to agree a plan for this land.</p>	
<p>5.2. Reports from District & County Councillors: County Cllr M Wilby gave the reports on behalf of the District & County Councillors.</p>	
<p>6. Re-convene the meeting – the meeting was re-convened at 20.02 pm.</p>	
<p>7. To receive the Clerk's Report:</p>	



MINUTES		ACTION								
7.1.	<p>Review Schedule of Actions – The Clerk reviewed the Schedule of Actions.</p> <ul style="list-style-type: none"> Investigate lighting options for area by War Memorial Lump in road at A1066 roundabout has been removed. <p>The Clerk also brought to the attention of the Council:</p> <ul style="list-style-type: none"> An email has been received from Bob Wade at South Norfolk Council informing the Parish Council of a significant increase (51%) to the charge for emptying the Dog Bins. The Clerk read her response which the Councillors approved . Crime figures have been received from Norfolk Police: <table border="0"> <tr><td>Burglary in a Dwelling</td><td>1</td></tr> <tr><td>Burglary Non Dwelling</td><td>2</td></tr> <tr><td>Criminal Damage</td><td>1</td></tr> <tr><td>Domestic</td><td>4</td></tr> </table> 	Burglary in a Dwelling	1	Burglary Non Dwelling	2	Criminal Damage	1	Domestic	4	Clerk
Burglary in a Dwelling	1									
Burglary Non Dwelling	2									
Criminal Damage	1									
Domestic	4									
8.	To receive the Village Rangers Report –the Clerk read the report received from the Village Ranger.									
9.	To discuss village traffic concerns:									
9.1.	<p>General Traffic Concerns: Cllr Brooks still unable to download the data from the SAM2 machine, if no success Clerk will report to Westcotec.</p>	Cllr Brooks/ Clerk								
10.	<p>To receive any verbal reports of accidents within the parish: 5/1/17 no gritting of the parish roads resulted in several accidents:</p> <ul style="list-style-type: none"> Truck on roundabout 3 separate accidents of A140 southbound 1 Norwich Road 									





	MINUTES	ACTION
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- 12. **To receive an update on the Application for Borrowing Approval for Town/Parish Councils:**
The Loan application has been submitted, however the Direct Debit mandate needs to be signed to. Cllr G Moore and Cllr C Brooks signed the Direct Debit form .

- 13. **To receive an update on the land for the proposed village hall, Norwich Road –** Cllr G Moore confirmed that the Parish Council will receive and hold any monies prior to the Charity being set up.

- 14. **To consider the adoption of redundant phone boxes in the parish:** No update

- 15. **To receive an update on the positioning in the parish of the recently discovered Marker Stone:** Outstanding

- 16. **To receive an update from the Planning Group (CM, CB) on any new & o/s planning applications:**
 - 16.1 **To Comment on and Approve/Refuse any Current planning applications:** None

 - 16.2 **To receive an update on any previous planning applications:** None

17. FINANCE

17.1 AUTORISATION FOR PAYMENT:

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
102178	Sara Campbell	Salary & Expenses	469.61		32.20
102179	Mrs C L Wright	Salary & Expenses	153.75		33.60
102180	Mr C Brooks	Petrol Expenses	12.01	2.00	
102181	Eurooffice	Stationery	30.33	5.06	
102182	Mazars	Audit	240.00	40.00	
D/D	E-on	Lighting January 2017	183.73	30.62	
TOTAL			1,089.43	77.68	65.80

Proposed Cllr C Blakesley, seconded Cllr R Cole and unanimously agreed.

17.2 RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
	Community	HMRC	1,712.79
	Community	Saffron Housing	720.46
TOTAL			2,433.25

17.3 RESPONSIBLE FINANCE OFFICER REPORT:

Details	CR	DR	



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MINUTES			ACTION
Balance Brought Forward from last Month (Community Account) A	3,846.64		
Receipts this month (Community Account) listed above): B	2,433.25		
Payments this month (listed above): C		1,089.43	
Community Account Balance (=A+B-C)			5,190.46
Business Saver Account Balance C/ F £4,605.16			
Interest 6/6/16	0.57		
Interest 6/9/16	0.57		
Interest 5/12/16	0.57		
			4,606.87
		TOTAL MONIES	9,797.33

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

17.4 Allocated Funds:

APPROVED RESERVES:			
	Reserve 1/4/16	Spent	BALANCE
Bridge Road	2,320.01		2,320.01
Street Lights	1,205.68		1,205.68
General Contingency	19.53		19.53
VC Celebration Payment from District Councillor	250.00		250.00
Purchase of Land	10,305.56	10,305.56	0.00
Donations for Land holding pre Charity set-up	1,250.00		1,250.00
Grant re Marker Stone	233.00		233.00
CIL	457.36		457.36
TOTAL	16,041.41	10,305.56	5,735.88



MINUTES	ACTION
<p>18. To approve the 2017/18 Budget and Precept application: Cllr G Moore presented the proposed budget for the benefit of the public attending the meeting. Due to the intended loan repayments for the land in 2017/18, the 51% increase by South Norfolk Council for dog bin emptying and the reduction in grant funding from South Norfolk Council, it has been necessary to increase the budget. Councillors made reductions to expenses where possible, therefore, the increase to Band D Council tax will be £4.64 taking it to £40.93 per annum. The total amount required this year is £19,808.</p> <p>Cllr L Trevail proposed the £19,808 (after grant allocation) precept request, seconded Cllr C Moore and unanimously agreed.</p>	
<p>19. To receive and discuss items from Committees/Groups:</p> <p>19.1 Employment Group (CM, MR, CAB) – Nothing to report.</p> <p>19.2 Finance Group (GM, JJ, COB) – review of finance file in February.</p> <p>19.3 Scole Community Centre & Playing Field (CAB) –</p> <ul style="list-style-type: none"> • The new play equipment and safety matting is being installed. • The proposal previously put to Thelveton Estates to purchase additional land is not progressing as Thelveton Estates want to lease the land and not sell. • The accounts are prepared; the Parish Clerk is going to Audit. • 7 CCTV cameras have been installed • Two new doors hung • 30 ft container purchased to replace sheds • Pre-school due to re-start 24-1-17. A new teacher from North Lopham has been appointed to manage the pre-school. • <p>19.4 Diss & District Neighbourhood Plan (D&DNP) – meeting planned for Cllr G Moore with the author of the Governance Document to review the document.</p> <p>19.5 Funding Opportunities Group (GM, COB) – Cllr G Moore has started work on the Charity documents.</p> <p>19.6 Scole Community Areas (COB) – 30 hours have been worked by volunteers this month. Tasks completed:</p> <ul style="list-style-type: none"> • Most work has been undertaken in the Churchyard • Cutting back brambles on footpaths and Bridleways • Clearing bags of dog poo left hanging in trees, under hedges and even stuffed in a hole in a tree • Thanks to Trevor Raven, bird nest boxes have been delivered and put up in the Pocket Park 	
<p>20. To receive an update on any meetings attended:</p> <ul style="list-style-type: none"> • Tree Wardens Meeting (COB) 	
<p>21. To receive and discuss items from Parish Councillors:</p> <ul style="list-style-type: none"> • Cllr L Trevail noted that the Audits had all been clean and thanked the Clerk for doing a “good job” • Cllr Brooks end of cycle route signs – lights out. 	



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MINUTES		ACTION
22.	Correspondence received – the Clerk previously circulated a list of correspondence received by email and post this month. If Councillors would like a copy of any correspondence please ask the Clerk.	
23.	To receive items for the next Agenda – contact the clerk with any items for the Agenda.	
24.	Date of next meeting: Tuesday , 21 February 2017 at 7.30 pm	
	Meeting Adjourned at 9.57 pm	

DRAFT