



# Scole Parish Council

**MINUTES** of the Parish Council Meeting held Monday 17 October 2016 at St Andrews Church, Norwich Road, Scole

**Cllrs. Present:** Chair Cllr G Moore, Cllr C Blakesley, Cllr C Brooks, Cllr Lady R Mann, Cllr C Moore, Cllr L Trevail,

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

MINUTES	ACTION
<p><b>1. To consider accepting apologies for absence:</b></p>	
<p>Apologies accepted from Cllr M Richmond and Cllr J Jones. Apologies also received from District Cllr J Wilby and County Councillor M Wilby.</p>	
<p><b>2. To approve the minutes of the Council meeting held on 19 September 2016 -</b></p>	
<p>The minutes of the meeting (pages 949 - 954) held 19 September, 2016 previously circulated to all members, were proposed by Cllr C Brooks, seconded Cllr C Blakesley and unanimously agreed and signed by the Chair.</p>	
<p><b>3. To record declarations of interest from members in any item to be discussed:</b> None</p>	
<p><b>4. Adjourn the meeting to allow public participation</b> – the meeting was adjourned at 7.35 pm.</p>	
<p><b>4.1. Parishioners' Questions or Comments:</b></p>	
<ul style="list-style-type: none"> <li>• None</li> </ul>	
<p><b>4.2. Reports from District &amp; County Councillors:</b> The Clerk read the reports from the District and County Councillors.</p>	
<p><b>5. Re-convene the meeting</b> – the meeting was re-convened at 7.42 pm.</p>	
<p><b>6. To receive the Clerk's Report:</b></p>	
<p><b>6.1. Review Schedule of Actions –</b></p>	
<p>The Clerk reviewed the Schedule of Actions.</p>	
<p><b>The Clerk read the report from the recently employed Village Ranger</b> – add to Agenda for future months.</p>	Clerk
<p><b>7. To discuss village traffic concerns:</b></p>	
<p><b>7.1. General Traffic Concerns:</b></p>	
<p>Speed Awareness Machine statistics</p>	
<p>Heading into Scole from A143 – Average speed 34 mph.</p>	
<p>There has been a vehicle driving between the roundabouts on the A140 and doing handbrake turns.</p>	
<p><b>8. To receive any verbal reports of accidents within the parish:</b></p>	
<p>None known.</p>	



MINUTES		ACTION
9.	<p><b>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</b></p> <p>The Clerk updated the meeting:</p> <p><b>Lot 1</b> –completed, waiting for the Transfer of Part to be confirmed by Land Registry.</p> <p><b>Lot 2 &amp; Lot 4</b> – Progressing with our lawyers Steeles Law.</p> <p><b>Lot 3</b> – Cheque for payment of Lot 3 to be approved under Approve Payments Agenda Item 16.1</p> <p><b>GENERAL</b>  <b>Mortgage</b> – The Application for Borrowing Approval has been submitted via Suffolk ALC to the Department for Communities and Local Government to decide if borrowing approval will be granted.</p> <p><b>Donations</b> - Donations will be held by the Parish Council to be transferred to the Charitable Incorporated Organisation when it is established.</p>	
10.	<p><b>To receive an update on the Application for Borrowing Approval for Town/Parish Councils:</b> Awaiting response to Application.</p>	
11.	<p><b>To consider the process and required procedures for setting up the Charitable Incorporated Organisations (CIO) for the management of the above Lots of land:</b> Charity will be set up when all the Lots of land are owned by The Parish Council.</p>	
12.	<p><b>To receive an update on the land for the proposed village hall, Norwich Road</b> – Cllr G Moore is in receipt of a copy of legal documents between South Norfolk Council and Mr B Tunmore. The Deed of Obligation confirms £300,000 will be given to the Parish Council to build the new village hall. Cllr Moore will read the legal documents. Cllr Moore will contact Mr B Tunmore to discuss the land allocated for allotments, where the Parish wish to create a “Community Orchard”.</p>	<p>Cllr G Moore</p> <p>Cllr G Moore</p>
13.	<p><b>To receive an update on the flood avoidance work at Low Road, Scole</b> – no update. Clerk to try ringing Mr Waterfield.</p>	Clerk
14.	<p><b>To receive an update on the positioning in the parish of the recently discovered Marker Stone:</b></p> <p>To be completed.</p>	



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

15. To receive an update from the Planning Group (CM, CB) on any new & o/s planning applications:

15.1 To Comment on and Approve/Refuse any Current planning applications: 2016/1982

Applicant: Mr Stephen Alleyne

Location: Flax Farm Diss Road Scole Norfolk IP21 4DH

Proposal: Conversion of 5 bed house to 2no 3 bedroom semi-detached houses

**COUNCIL HAD NO COMMENT**

15.2 Current planning applications:

None

16. **FINANCE**

16.1 **AUTORISATION FOR PAYMENT:**

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
102168	Sara Campbell	Salary & Expenses	469.70		32.20
102169	Eurooffice Ltd	Printer Drum	59.98	10.00	
102170	M W Services	Grass Cutting	1,891.99	315.33	
102171	Steeles Law Ltd	Lot 3 Purchase	12,106.20		
D/D	E-on	Lighting October 2016	177.82	29.64	
<b>TOTAL</b>			<b>14,705.69</b>	<b>354.97</b>	<b>32.20</b>

16.2 **RECEIPTS THIS MONTH:**

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

16.3 **RESPONSIBLE FINANCE OFFICER REPORT:**

Details	CR	DR	
Balance Brought Forward from last Month (Community Account) <b>A</b>	12,004.48		
Receipts this month (Community Account) listed above): <b>B</b>	8,563.50		
Payments this month (listed above): <b>C</b>		14,705.69	
Community Account Balance (=A+B-C)			<b>5,862.29</b>
Business Saver Account Balance C/ F £4,605.16			
Interest 6/6/16	0.57		
Interest 6/9/16	0.57		<b>4,606.30</b>
<b>TOTAL MONIES</b>			<b>10,468.59</b>

**BRIDGE ROAD ALLOCATED FUNDS**

Details	CR	DR	Balance
---------	----	----	---------



# Scole Parish Council

MINUTES			ACTION
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

## 16.4 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
<b>TOTAL</b>	<b>16,041.41</b>	<b>10,305.56</b>	<b>5,735.58</b>

17. **To discuss the request from the Scole Community Centre & Playing Field for financial support towards the provision of the play area** – Clive Blakesley has met with Action Play at Carleton Road and discussed the options for the play area. It was suggested that the Parish Council purchase the equipment on their behalf. Clerk to investigate.

Clerk

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

- 18.1 **Employment Group (CM, MR, CAB)** – Appointment of new Village Ranger commenced 1/10/2016. New Jacket, Leaf Bag and Secateurs have been purchased to be paid to Cllr C Moore next month.
- 18.2 **Finance Group (GM, JJ, COB)** – review of finance file.



MINUTES	ACTION
<p><b>18.3 Scole Community Centre &amp; Playing Field (CAB)</b> – Cllr C Blakesley reported</p> <ul style="list-style-type: none"> <li>• Larger bins are required as sales have increased so has the rubbish.</li> <li>• Trustees of the Playing Field are concerned at the outstanding debt of the Pre-School and they may be forced to take further action. Parish Council agreed to support the Trustees in any decision.</li> </ul>	
<p><b>18.4 Diss &amp; District Neighbourhood Plan (D&amp;DNP)</b> – Councillors agreed that the whole parish will participate in the D&amp;DNP. Next meeting scheduled for 17/11/16.</p>	
<p><b>18.5 Funding Opportunities Group (GM, COB)</b> – Nothing to report</p>	
<p><b>18.6 Footpath Warden (COB)</b> – 83 hours have been worked by volunteers this month. Tasks completed:</p> <ul style="list-style-type: none"> <li>• Dredging rubbish out of the old Waveney river bed by A140 bridge and reintroducing some fish back into the river</li> <li>• Footpaths – Bungay Road to Bowling Club, Millars Lane, A140 bridleway</li> <li>• Wildlife area of Annie’s and Ron’s Patches cleared and bug beds created from the vegetation</li> <li>• Leafs cleared from churchyard and road</li> <li>• Conservation area cutting and clearing in the Park and Churchyard</li> </ul>	
<p><b>18.7 Scole Pocket Park (COB)</b> – As above.</p>	
<p><b>19. To receive an update on any meetings attended:</b></p> <ul style="list-style-type: none"> <li>• Tree Warden Forum</li> <li>• Waveney Trust Meeting</li> </ul>	
<p><b>20. To receive and discuss items from Parish Councillors:</b></p> <ul style="list-style-type: none"> <li>• Cllr C Blakesley – dog poo on the footpath across Tunmore’s land and the streetlights on Ransome Avenue very dim – Clerk to speak to Westcotec</li> <li>• Cllr C Moore – moving the meetings to Scole Community Centre. Remembrance Sunday 13/11/16 muster at 11.00 am. Burglary at Karen Close, jewellery and money taken</li> <li>• Cllr L Trevail – the stonemasons will clean the memorial.</li> <li>• Cllr C Brooks – The recent cutting back of the verge on Diss Road was only a trim of the grass. Dog poo problems at Karen Close on the green at the bottom.</li> </ul>	<b>Clerk</b>
<p><b>21. Correspondence received</b> – 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.</p>	
<p><b>22. To receive items for the next Agenda</b> please send any Agenda requests to the Clerk.</p>	
<p><b>23. Date of next meeting: Monday 21 November, 2016 at 7.30 pm</b></p> <p><b>Meeting Adjourned at 9.25 pm</b></p>	