



Scole Parish Council

MINUTES of the Annual Parish Council Meeting held Tuesday 16 May 2017 at Scole Community Centre, Ransome Avenue, Scole

Cllrs. Present: Chair Cllr C Blakesley, Cllr C Brooks, Cllr Lady Mann, Cllr R Cole

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

MINUTES	ACTION
<p>1. To elect a Chairman – despite his absence Cllr G Moore had previously agreed to stand as Chairman again. Cllr Blakesley proposed, seconded Cllr Brooks and unanimously agreed.</p> <p>2. To receive the Chairman’s declaration of office - the Clerk has emailed this to Cllr G Moore; it will be received at the June meeting.</p> <p>3. To appoint a Vice- Chair – Cllr C Brooks proposed Cllr C Blakesley, seconded Cllr R Cole and unanimously agreed.</p> <p>4. To review Working Groups – as several Councillors were absent it was agreed to postpone this to the June meeting.</p> <p>5. To consider accepting apologies for absence: Apologies accepted from Cllr J Jones, Cllr G Moore, Cllr C Moore, and Cllr L Trevail. Apologies were also received from the District & County Councillors.</p> <p>6. To approve the minutes of the Council meeting held on 25 April 2017 - The minutes of the meeting (pages 992 - 998) held 25 April, 2017 previously circulated to all members, were proposed by Cllr Blakesley, seconded Cllr Lady Mann and unanimously agreed and signed by the Chair.</p> <p>7. To record declarations of interest from members in any item to be discussed: None</p> <p>8. Adjourn the meeting to allow public participation – the meeting was adjourned at 7.39 pm.</p> <p>8.1 Parishioners’ Questions or Comments:</p> <ul style="list-style-type: none"> • The street light 25, Norwich Road which is on constantly, is still waiting repair. • A member of the public wished for a Bridlepath to be cleared of brambles and volunteered to assist with clearing this. Cllr Brooks took their contact details. <p>8.2 Reports from District & County Councillors: The District & County Councillor reports will be given at the Annual Parish Meeting – 23 May 2017</p> <p>9. Re-convene the meeting – the meeting was re-convened at 7.45 pm.</p> <p>10. To receive the Clerk’s Report:</p> <p>The Clerk had received a guide price for a gate and fencing on Lot 3 where NCC had removed trees. Estimate from Simon Mutimer: Gate £360.00, Screen £58.00 per metre, Barrier £26.00 per metre. Further prices to be obtained.</p>	



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<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 – (25/4/17) <i>update received from Westcotec no electrical supply Clerk to contact NCC to ask if they would put a street light at this location. (16/5/17)</i> <i>No further update</i> Chase outstanding Highways issues. Crime figures for Scole and Dickleburgh: <p>Domestic 7 <i>Domestic incidents where a crime has not occurred. Parties are aged 16 or over and have been intimate partners or family members regardless of sexuality.</i></p> <p>Public fear, alarm or distress 2 <i>Public order offences e.g. from a verbal altercation to offences just short of violence.</i></p> <p>11. To receive the Village Rangers Report –Apologies were received from the Village Ranger as no report for this month.</p> <p>12. To discuss village traffic concerns:</p> <p>12.1. General Traffic Concerns: The download of the data from the SAM2 machine still needs to be checked.</p> <p>13. To receive any verbal reports of accidents within the parish:</p> <ul style="list-style-type: none"> A1066 2 vehicles A143 Billingford vehicle left road and landed in residential garden <p>14. To receive an update regarding the purchase Lot 2 to the rear of Clements Close, and Lot 4 to the rear of Karen Close.</p> <p>The Clerk updated the meeting:</p> <p>Lot 2– The Contracts have been received however, there are issues with the fallen trees on Lot 2, the Council has received an estimate that it will cost in the region of 7,000 to make the area safe. Councillors felt that as these trees had been previously condemned, Norfolk County Council should meet the costs. Clerk to contact Simon Waters and ask if these trees will be made safe prior to exchange of contracts.</p> <p>Lot 4 - progressing</p> <p>15. To receive an update on the land for the proposed village hall, Norwich Road – no further update.</p> <p>16. To consider the adoption of redundant phone boxes in the parish: Contract has been signed and will be sent with payment of £2.00 for approval tonight.</p>	<p>Cllr Brooks</p> <p>Clerk</p>



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<p>17. To receive an update on the positioning in the parish of the recently discovered Marker Stone: Completed. Awaiting details of a plaque.</p> <p>18. To receive an update on the emptying of the parish dog bins: Clerk has approached Mid Suffolk Council regarding them emptying the bins for Scole, awaiting a price.</p> <p>19. To discuss how to improve the Parish Web Site: Clerk to investigate.</p> <p>20. To complete the Parish Council Questionnaire re the Community Governance Review – Councillors completed the questionnaire.</p> <p>21. To receive an update from the Planning Group (CM, CB) on any new & o/s planning applications:</p> <p>21.1 To Comment on and Approve/Refuse any Current planning applications:</p> <p>2017/0990 Applicant: Mr D Lock Location: 26 St Leonards Close Scole Norfolk IP21 4DW Proposal: Two storey rear extension Comment: No comment</p> <p>2017/0944 Applicant: Mr & Mrs Wakeman Location: Mill House Mill Lane Scole IP21 4DB Proposal: Two storey and first floor extensions and link Comment: No comment</p> <p>21.2 To receive an update on any previous planning applications: South Norfolk Council are going to ask the owners of Flax Farm to apply for planning for the addition of artificial beams to the property.</p> <p>22. FINANCE</p> <p>22.1 AUTORISATION FOR PAYMENT:</p>	

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
102194	Sara Campbell	Salary & Expenses	465.64		33.20
102195	Mrs C L Wright	Salary & Expenses	128.00		32.00
102196	Sara Campbell	White Board (AtoZ)	179.99	30.00	
102197	Chris Brooks	Petrol	19.53		
102198	BT Payphones	Purchase of BT Pay Phones	2.00		
102199	SLCC	Membership	83.00		
102200	CAN	Subscription	50.00		
102201	Came & Company	Insurance	774.39		
D/D	E-on	Lighting	193.96	32.33	
TOTAL			1,896.51	62.33	65.20



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Proposed Cllr C Brooks seconded Cllr C Blakesley and unanimously agreed.

22.2 RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
26/4/17	Community	South Norfolk Council (Precept)	10,436.00
TOTAL			

22.3 RESPONSIBLE FINANCE OFFICER REPORT:

Details	CR	DR	
Balance Brought Forward from last Month (Community Account) A	222.97		
Receipts this month (Community Account) listed above): B	10,436.00		
Payments this month (listed above): C		1,896.51	
Community Account Balance (=A+B-C)			8,762.46
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			13,369.33

22.4 Allocated Funds:

APPROVED RESERVES:			
	Reserve 1/4/17	+ /(-)	BALANCE
Bridge Road	2,115.29		
Street Lights	1,205.68		
VC Celebration Payment from District Councillor	250.00		
Donations for Land holding pre Charity set-up	2,150.00		
Grant re Marker Stone	233.00		
CIL	457.36		
Volunteer Award	250.00		
TOTAL	6,661.33		

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

23.1 **Employment Group (CM, CAB)** – No update.

23.2 **Finance Group (GM, JJ, COB)** – Annual audit will be undertaken by Pauline James 23 May 2017.



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<p>23.3 Scole Community Centre & Playing Field (CAB) –</p> <ul style="list-style-type: none"> • £700.00 grant received from Adnams for play equipment • Renovation of the Ladies facilities has commenced • Preparations for the Annual Fete well underway • Music Night 24/6/17 bands booked • Pre-school issues appear to have died down • Diary Dates 24 June 2017 – Band Night - £10.00 per head 6 August 2017 – Fun Day 	
<p>23.4 Diss & District Neighbourhood Plan (D&DNP) – Nothing to report – Cllr G Moore will give a presentation at the Annual Parish Meeting on 23 May 2017</p>	Cllr G Moore
<p>23.5 Funding Opportunities Group (GM, COB) – Nothing to report</p>	
<p>23.6 Scole Community Areas (COB) – 15 hours have been worked this month. Tasks completed:</p> <ul style="list-style-type: none"> • Everything is cut. • Checking trees • Michael & Shirley Hall are undertaking the labelling of all trees in public areas. • Still masses of dog poo being collected. 	Clerk
<p>24. To receive an update on any meetings attended:</p> <ul style="list-style-type: none"> • None 	
<p>25. To receive and discuss items from Parish Councillors:</p> <ul style="list-style-type: none"> • Cllr C Brooks - 8 July 2017 Picnic in the Park Meeting Gary Overland NCC Highways and will look at Lot 4 access, Lot 2 trees, Robinson Road/Bridge Road junction, Low Road improvements schedule – Clerk to email list to Cllr Brooks. • Cllr C Blakesley suggested a “Donations Box” to be situated at The Pocket Park. 	
<p>26. 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.</p>	
<p>27. To receive items for the next Agenda – any requests for Agenda items please notify the Clerk.</p>	
<p>28. Date of next meetings: The next meeting will be held on Tuesday 20 June 2017 at 7.30 pm</p> <p>Meeting Adjourned at 8.50 pm</p>	