



Scole Parish Council

MINUTES of the Parish Council Meeting held Monday 25 April 2017 at Scole Community Centre, Ransome Avenue, Scole

Cllrs. Present: Chair Cllr G Moore, Cllr C Blakesley, Cllr C Brooks, Cllr C Moore, Cllr L Trevail, Cllr R Cole

In attendance: Sara Campbell (Clerk), County Councillor M Wilby, District Councillor J Wilby and 2 members of the public

MINUTES	ACTION
<p>1. To consider accepting apologies for absence: Apologies accepted from Cllr J Jones, Cllr Lady Mann .</p> <p>2. To approve the minutes of the Council meeting held on 21 March 2017 - The minutes of the meeting (pages 986 - 991) held 21 March, 2017 previously circulated to all members, were proposed by Cllr C Blakesley, seconded Cllr R Cole and unanimously agreed and signed by the Chair.</p> <p>3. To record declarations of interest from members in any item to be discussed: None</p> <p>4. Adjourn the meeting to allow public participation – the meeting was adjourned at 7.36 pm.</p> <p>4.1 Parishioners’ Questions or Comments:</p> <ul style="list-style-type: none"> • Report that street light 25, Ransome Avenue is on constantly. • A discussion was held regarding the safety of personnel litter picking on the side of roadways – Clerk to contact insurers regarding the cover for the Parish Ranger. <p>4.2 Reports from District & County Councillors: District Councillor J Wilby gave a District Report and County Councillor M Wilby gave his report on behalf of the County Council.</p> <p>5. Re-convene the meeting – the meeting was re-convened at 7.55 pm.</p> <p>6. To receive the Clerk’s Report:</p> <p>6.1 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 – <i>update received from Westcotec no electrical supply Clerk to contact NCC to ask if they would put a street light at this location.</i> • Timer on street light Lot 1 • Chase outstanding Highways issues. 	



MINUTES					ACTION
<p>10. 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 & Lot 4 – Solicitors are awaiting a response from Norfolk County Council.</p>					
<p>11. To receive an update on the land for the proposed village hall, Norwich Road – The land is with estate agents to sell.</p>					
<p>12. To consider the adoption of redundant phone boxes in the parish: Agreement received and to be signed by the Clerk and returned.</p>					
<p>13. To receive an update on the positioning in the parish of the recently discovered Marker Stone: Completed. A plaque is to be arranged, Cllr G Moore to speak to Bierton & Woods for a price.</p>					
<p>14. 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>15. To discuss how to improve the Parish Web Site: Clerk to investigate. Cllr G Moore suggested looking at Wreningham Parish Council as their site was excellent.</p>					
<p>16. To receive an update from the Planning Group (CM, CB) on any new & o/s planning applications:</p>					
<p>16.1 To Comment on and Approve/Refuse any Current planning applications: 2017/0502 – this application listed on the Agenda was reviewed at the last Parish Council Meeting and was on the Agenda in error.</p> <p>Since the Agenda was published the following application has been received, Councillors felt that as it is not controversial they would review. 2017/0899 Applicant: Mrs C Huggins Location: Wells Farm House Burston Road Thelveton IP21 4EQ Proposal: Continued use of land for equestrian purposes and to include a manege Parish Council Response: Approve but no lighting.</p>					
<p>16.2 To receive an update on any previous planning applications: A member of the Council asked if the colour and addition of artificial timbers to the exterior of a property is controlled by planning. Clerk to investigate.</p>					
<p>17. FINANCE</p>					
<p>17.1 AUTHORISATION FOR PAYMENT:</p>					

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
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MINUTES					ACTION
102190	Sara Campbell	Salary & Expenses	465.48		33.00
102191	Mrs C L Wright	Salary & Expenses	158.20		34.00
102192	HMRC	PAYE	526.00		
102193	NPTS	Subscription 2017/18	198.08		
D/D	E-on	Lighting February 2017	183.73	30.62	
TOTAL			1,531.49	30.62	67.00

Proposed Cllr L Trevail seconded Cllr C Blakesley and unanimously agreed.

17.2 RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
TOTAL			

17.3 RESPONSIBLE FINANCE OFFICER REPORT:

Details	CR	DR	
Balance Brought Forward from last Month (Community Account) A	1,754.46		
Receipts this month (Community Account) listed above): B			
Payments this month (listed above): C		1,531.49	
Community Account Balance (=A+B-C)			222.97
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			4,829.84

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



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From South Norfolk Council	250.00		2,570.01

17.4 Allocated Funds:

APPROVED RESERVES:			
	Reserve ¼/16	+ /(-)	BALANCE
Bridge Road	2,320.01	250.00	2,570.01
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) (1,500.00)	0.00 -1,500.00
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	16,041.14	(11,555.56)
			4,485.58

18.

To receive and discuss items from Committees/Groups:

18.1 Employment Group (CM, CAB) – Salary review for Parish Ranger.

18.2 Finance Group (GM, JJ, COB) – Last Quarter financial review to be completed.

18.3 Scole Community Centre & Playing Field (CAB) –

- A 10 m x 4 m marquee has been purchased.
- The sheds are to be moved and disabled parking spaces to be made on the concrete
- Parish Ranger is filling the wheelie bins. Cllr G Moore asked the Community Centre to price larger bins and the Parish Council will make a contribution to the cost
- Now has an ATV for grass cutting – looking at purchasing gang mowers
- Diary Dates 24 June 2017 – Band Night - £10.00 per head
6 August 2017 – Fun Day



MINUTES	ACTION
<ul style="list-style-type: none"> Pre-school – There were various serious issues over the past months that the Community Centre Committee felt they should not have to tolerate and at the AGM they voted unanimously to end their agreement with the current Pre-school. Previously a new lease had been given to the Pre-school in an attempt to rectify some of these issues. Currently the Pre-school appear reluctant to sign and comply with the new lease. <p>A meeting was held on 12/4/2017 to arbitrate between the Pre-school and the Community Centre to find a resolution. The Pre-school agreed to change their Committee and sign the lease which to date has not happened.</p> <p>The Clerk updated the meeting on the emails that she has received concerning this issue, and reiterated, that the Parish Council have no involvement with the Management or decisions of the Community Centre save to appoint the Trustees.</p> <p>The Chairman stated that he hoped that a solution could be found as he considered a Pre-School was a valuable asset to our community</p>	
<p>18.4 Diss & District Neighbourhood Plan (D&DNP) – Cllr G Moore and Cllr C Moore attended a meeting where the Governance Working Document was approved – Cllr G Moore will give a presentation at the Annual Parish Meeting and write an article for the Post Horn.</p>	Cllr G Moore
<p>18.5 Funding Opportunities Group (GM, COB) – Cllr G Moore is watching for opportunities.</p>	
<p>18.6 Scole Community Areas (COB) – 135 hours have been worked this month. Tasks completed:</p> <ul style="list-style-type: none"> Grass is now growing and will need frequent cutting – all mowers working hard. Pipe in Low Road identified Area cleared on A140 Waveney Bridge south side intention is to put a bench here on the spit Middle jetty on Suffolk side dangerous, wood has disappeared Clerk to contact Mid-Suffolk District Council Most of the footpaths walked and are clear only Millers Lane left to cut Footpath from Thelveton to Burston (Footpath 3) Clerk to contact Thelveton Estates as it needs clearing. Finger post has been found. 	Clerk Clerk



MINUTES	ACTION
<p>19. To receive an update on any meetings attended:</p> <ul style="list-style-type: none"> • 22/2 Tree Wardens Meeting – COB • DDNP Meeting – GM, CM • Pre-School Conflict Resolution – GM, CM <p>20. To receive and discuss items from Parish Councillors:</p> <ul style="list-style-type: none"> • Cllr G Moore – asked the Councillors to look at the Boundary Review online at South Norfolk Council- Boundary Reviews – Community Governance Review, there is a section for comments by the public. There is also a Parish Council Questionnaire which we will complete at the next Parish Council Meeting. <p>South Norfolk Council is currently calling for sites to be included in the Site Specific Allocations Plan for future development in our Parish. Cllr G Moore will give a Presentation on this and the Neighbourhood Plan at the Annual Parish Meeting. There are currently four sites, land behind Flowerdew Meadow, land down Low Road, land behind Rose Farm (60-70 houses) and land down lane to water pumping station (80-100 houses). Respond to consultation online.</p> <p>Signage for Angles Way, Billingford Hall – Norgate Lane has disappeared – Clerk to report.</p> <ul style="list-style-type: none"> • 8 July 2017 Picnic in the Park • Cllr C Moore – will create a Poster for the Annual Parish Council meeting. Cllr Moore also suggested the purchase of a mobile whiteboard as this will be needed for the display of papers relating to the Diss & District Neighbourhood Plan. Clerk to investigate and purchase. <p>21. 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>22. To receive items for the next Agenda – any requests for Agenda items please notify the Clerk.</p> <p>23. Date of next meetings: Annual Parish Council Meeting - Tuesday , 16 May 2017 at 7.30 pm Annual Parish Meeting – Tuesday, 23 May, 2017 at 7.30 pm</p> <p>Meeting Adjourned at 9.50 pm</p>	<p>All Councillors</p> <p>Clerk</p> <p>Cllr M Moore</p> <p>Clerk</p>