



Scole Parish Council

MINUTES of the Parish Council Meeting held Tuesday 16 October 2018 at Scole Community Centre, Scole

Cllrs. Present: Cllr G Moore (Chair), Cllr C Brooks, Cllr C Blakesley, Cllr G Fisher, Cllr Lady R Mann, Cllr R Cole and Cllr L Trevail

In attendance: 4 members of the public, District Cllr Wilby, County Cllr Wilby and the Parish Clerk

MINUTES		ACTION
1.	Apologies were accepted from Cllr P Jones, District Councillor J Wilby and County Councillor M Wilby.	
2.	To approve the minutes of the Annual Parish Council meeting held on 13 September 2018 - The minutes of the meeting (pages 1081 - 1085) on 13 September 2018, previously circulated to all members, were proposed by Cllr C Brooks, seconded Cllr Blakesley and unanimously agreed and signed by the Chair.	
3.	To record declarations of interest from members in any item to be discussed – None	
4.	Adjourn the meeting to allow public participation – the meeting was adjourned at 7.34 pm.	
4.1.	Parishioners' Questions or Comments: <ul style="list-style-type: none"> Unveiling of the VC Stone in memory of the 100th anniversary of the fall of Lance Corporal Ernest Seaman VC went very well. Clerk to send letters of thanks to those involved in making this event happen. 	Clerk
4.2.	Reports from District & County Councillors: Nothing received.	
5.	Re-convene the meeting – the meeting was re-convened at 7.41 pm.	
6.	To receive the Clerk's Report: The Clerk brought to the attention of the Council: <ul style="list-style-type: none"> Letter from PKF Littlejohn LLP confirming a clean audit with no matters arising from the Limited Assurance Review. E-mail for new Noticeboard for Billingford E-mail from South Norfolk Council notifying the Council of Parish Elections 2 May 2019 E-mail received from a resident of Ernest Seaman Close asking about parking a vehicle in the lay-by at the junction of Norwich Road/Bungay Road. Recently when parking in the lay-by she was rudely told not she was not allowed park there. The Council believe this is Highways land and providing the vehicle is not causing an obstruction parking is on a first come first served basis – Clerk to establish position with Norfolk County Council as owners of the land. A list of highways issues placed with Norfolk County Council and 	Clerk



Scole Parish Council

	MINUTES	ACTION																								
	<p>where stated complete confirmed that the Council are pleased with the resolution, and confirmed that issues outstanding still require completion.</p> <ul style="list-style-type: none"> CRIME FIGURES SCOLE AND DICKLEBURGH: <table style="margin-left: 20px;"> <tr><td>Arson</td><td style="text-align: right;">1</td></tr> <tr><td>Anti-social Behaviour (ASB)</td><td style="text-align: right;">2</td></tr> <tr><td>Burglary- residential</td><td style="text-align: right;">1</td></tr> <tr><td>Criminal Damage</td><td style="text-align: right;">1</td></tr> <tr><td>Domestic</td><td style="text-align: right;">3</td></tr> <tr><td>Theft from a motor vehicle</td><td style="text-align: right;">1</td></tr> </table> <p>If you would like a copy of the Diss Policing Monthly Newsletter please contact The Clerk.</p>	Arson	1	Anti-social Behaviour (ASB)	2	Burglary- residential	1	Criminal Damage	1	Domestic	3	Theft from a motor vehicle	1													
Arson	1																									
Anti-social Behaviour (ASB)	2																									
Burglary- residential	1																									
Criminal Damage	1																									
Domestic	3																									
Theft from a motor vehicle	1																									
7.	<p>To discuss Village Traffic Concerns:</p> <p>7.1 General Traffic Concerns</p> <ul style="list-style-type: none"> None <p>7.2 To receive any verbal reports of accidents within the parish</p> <ul style="list-style-type: none"> No accidents this month 																									
8.	<p>To consider the safety of both pedestrians and motorists at the A140/A1066 Scole roundabout:</p> <p>Waiting for NCC Highways to undertake the agreed improvements. Councillors agreed that visibility is worse than a year ago. Clerk to chase Gary Overland and copy County Cllr Wilby in.</p>	Clerk																								
9.	<p>To receive an update on the land for the proposed Village Hall on Norwich Road:</p> <p>Nothing to update.</p>																									
10.	<p>Consider the purchase of a Parish Notice board for Scole:</p> <p>Cllr Brooks proposed that a noticeboard that will hold 9 A4 pages is purchased for £204, seconded Cllr Lady Mann and unanimously agreed.</p>																									
11.	<p>To receive an update from the Planning Group (CM, CB) on any new or outstanding planning applications:</p>																									
12.1	<p>To comment on and Approve/Refuse any current planning applications:</p> <p>None</p>																									
12.2	<p>To receive an update on any Previous planning applications:</p> <p>None</p>																									
13.	<p>FINANCE</p>																									
13.1.	<p>AUTHORISATION FOR PAYMENT:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">PAY TYPE</th> <th style="width: 15%;">PAYEE</th> <th style="width: 30%;">DESCRIPTION</th> <th style="width: 15%;">ACTUAL AMOUNT</th> <th style="width: 10%;">VAT</th> <th style="width: 20%;">PAYE</th> </tr> </thead> <tbody> <tr> <td>102288</td> <td>Sara Campbell</td> <td>Salary & Expenses</td> <td style="text-align: right;">481.15</td> <td></td> <td style="text-align: right;">33.20</td> </tr> <tr> <td>102289</td> <td>Chris Brooks</td> <td>Expenses</td> <td style="text-align: right;">126.00</td> <td></td> <td></td> </tr> <tr> <td>102290</td> <td>PKF Littlejohn LLP</td> <td>Audit</td> <td style="text-align: right;">360.00</td> <td style="text-align: right;">60.00</td> <td></td> </tr> </tbody> </table>	PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE	102288	Sara Campbell	Salary & Expenses	481.15		33.20	102289	Chris Brooks	Expenses	126.00			102290	PKF Littlejohn LLP	Audit	360.00	60.00		
PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE																					
102288	Sara Campbell	Salary & Expenses	481.15		33.20																					
102289	Chris Brooks	Expenses	126.00																							
102290	PKF Littlejohn LLP	Audit	360.00	60.00																						



Scole Parish Council

MINUTES					ACTION
102291	Eurooffice	Stationery	21.77	3.63	
102292	Norse Eastern Ltd	Grass Cutting	1,451.87	241.98	
D/D	E-on	Street Lights September	219.70	36.62	
TOTAL £			2,660.49	342.23	33.20

Proposed Cllr Brooks, seconded Cllr Lady Mann and unanimously agreed.

13.2.

RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
28/9/18	Community	South Norfolk Council	10,934.50
12/9/18	Community	South Norfolk Council	300.00
20/9/18	Community	Norfolk Community Fund	250.00
TOTAL £			11,434.50

13.3.

RESPONSIBLE FINANCE OFFICER REPORT:

Details		CR	DR	
Cash Book Balance Brought Forward (Community Account)	A	7,996.85		
Receipts this month (Community Account) listed above:	B	11,434.50		
Payments this month (listed above):	C		2,660.49	
Cash Book Balance Carried Forward (=A+B-C) Community Account Balance				16,820.86
Business Saver Account Balance Interest		4.60		4,614.58
TOTAL MONIES £				21,435.44

13.4.

ALLOCATED FUNDS

Details	Balance 1/4/18	CR/DR	Balance
Proposed Village Hall Site (Legal Fees, Ground Work)	4,000.00		4,000.00
Street Lights 17/7/18 Westcotec - Ransome Avenue Lights	3,205.68	DR 950.00	2,255.68
Contingency Fund	4,418.82		4,418.82
Money holding prior to SNTT Charity Set-up 17/7/18 Paid to SNTT Charity	4,115.29	DR 4,115.29	0.00
Grant re Marker Stone	233.00		233.00
CIL	457.36		457.36
Volunteer Award (Scole Community Areas)	470.00		470.00
TOTAL £			11,834.86



Scole Parish Council

MINUTES		ACTION
14.	To receive and discuss items from Committees/Groups:	
14.1.	Employment Group (CAB, RC) – Nothing to report	
14.2.	Finance Group (GM, COB, JJ) – Nothing to report	
14.3.	Scole Community Centre & Playing Field (SCCPF) (CAB) <ul style="list-style-type: none"> New dug-outs put in 	
14.4.	Diss & District Neighbourhood Plan (DDNP) (GM, CM, LT) <ul style="list-style-type: none"> Diss have had a shake-up and are taking more control of the plan and interviews are taking place for a support person to be paid for by Diss Town Council. The Chairman has resigned and a new Chairman is to be elected. 	
	14.4.1 Greater Norwich Local Plan (GNLP) Consultation: Two more sites have been added – Low Road and Old Sewage Works – the Consultation will run from 29 October – 14 December for further information about the sites and make comments online visit www.gnlp.org.uk	
14.5.	Funding Opportunities and Charities Group (GM, COB, LT) – Scole Nature Trails Trust: <ul style="list-style-type: none"> An application has been made to Greggs for £2,000 towards a new lawn mower; a decision should be made between 20 October and 23 November. The funding available from Adnams & Persimmon Homes needs to be match funded. Chris Brooks has been nominated for an ECOHero award. Four nominees are short listed and these are voted for by a public vote. Scole Nature Trails Trust has been nominated in the ECO Group section first prize is £500.00. 	
14.6.	Scole Community Areas (COB) – <ul style="list-style-type: none"> Over 135 hours worked this month Four volunteers have undertaken the Parish litter picking Fly Tipping has been reported to South Norfolk Council 6 rotten willow boughs have been removed Outdoor Classroom has been visited by teachers from the school and they are keen to use. Diss Express to be invited to first outdoor class Recycled plastic benches have been installed 	
15.	To receive an update on any meetings attended: Cllr Brooks - River Waveney Trust Police Engagement Meeting Belgium – Ernest Seaman Memorial Plaque laying Cllr Blakesley - Belgium – Ernest Seaman Memorial Plaque laying	
16.	To receive and discuss items from Parish Councillors:	



Scole Parish Council

MINUTES	ACTION
<p>Cllr C Brooks</p> <ul style="list-style-type: none"> • Only attendee from South Norfolk at the Police Engagement Meeting at Cringleford <ul style="list-style-type: none"> ○ Parking is not a police matter unless it is dangerous ○ Community Speedwatch volunteers needed throughout the County • Light 2 Pocket Park Suffolk Side 1109 lamp is still not working • Margaret Stone Chairman of Norfolk County Council to be invited for a tour of the Pocket Park • SAM2 Machine – Cllr G Moore to download the data <p>Cllr C Blakesley</p> <ul style="list-style-type: none"> • Internet cabling currently at a standstill it is estimated that £24,000 is required to cross the bridge at Thelveton <p>Cllr G Fisher</p> <ul style="list-style-type: none"> • “There but not there” – South Norfolk has purchased some these to be placed throughout the District for a month at a time, Cllr Fisher has applied for Scole to be added to the list. <p>17. 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>18. To receive items for the next Agenda Any suggestions for agenda items please contact the Clerk.</p> <p>19. Date of next meeting: Tuesday, 20 November 2018 at 7.30 pm.</p> <p>Meeting Adjourned at 8.50 pm</p>	