



Scole Parish Council

MINUTES of the Parish Council Meeting held Monday 18 July 2016 at St Andrews Church, Norwich Road, Scole

Cllrs. Present: Chair Cllr G Moore, Cllr M Hall, Cllr C Brooks, Cllr C Moore, Cllr J Jones, Cllr L Trevail, Cllr Lady R Mann

In attendance: Sara Campbell (Clerk) District Cllr J Wilby and 3 members of the public

MINUTES	ACTION
<p>1. To consider accepting apologies for absence: Apologies accepted from Cllr M Richmond and Cllr C Blakesley. Apologies were also received from District Cllr J Wilby and County Cllr M Wilby.</p>	
<p>2. To approve the minutes of the Council meeting held on 20 June 2016 - The minutes of the meeting (pages 932 - 936) held 20 June, 2016 previously circulated to all members, were proposed by Cllr C Brooks, seconded Cllr C Moore 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 7.34 pm.</p>	
<p>4.1. Parishioners' Questions or Comments:</p> <ul style="list-style-type: none"> • No questions or comments this month 	
<p>4.2. Reports from District & County Councillors: <i>The District & County Councillors presented their reports to the Council; these reports will be available on the parish website. www.scoleparish.org.uk.</i></p>	
<p>5. Re-convene the meeting – the meeting was re-convened at 7.42 pm.</p>	
<p>6. To receive the Clerk's Report: 6.1. Review Schedule of Actions – The Clerk reviewed the Schedule of Actions.</p>	
<p>7. To discuss village traffic concerns: 7.1. General Traffic Concerns:</p> <ul style="list-style-type: none"> • No concerns. 	
<p>8. To receive any verbal reports of accidents within the parish: None.</p>	



MINUTES	ACTION
<p>9. 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</p> <p>The Clerk updated the meeting:</p> <p>Lot 1 – awaiting for the completion papers.</p> <p>Lot 2 & Lot 4 – the Council’s proposals have been submitted to Norfolk County Council, the Clerk has contacted NCC for an update - nothing to date.</p> <p>Lot 3 – Steeles Law have the paperwork and the sale is progressing. During the recent heavy rains the manhole cover lifted from the pressure of the water. Clerk to contact Simon Waters. Clerk to confirm with Steeleslaw regarding access for NCC to maintain the drainage tank.</p> <p>GENERAL Mortgage Cllr G Moore and the Clerk to prepare the application for authority to borrow money to be approved at the next meeting.</p> <p>Charity – the Parish Council’s vision is to set up a Charitable Incorporated Organisation (CIO) to manage what will become the “Park”. Cllr Moore confirmed that this needs to be investigated.</p> <p>Donations - Donations will be held by the Parish Council to be transferred to the Charitable Incorporated Organisation when it is established.</p>	<p>Clerk</p> <p>Clerk</p>
<p>10. To receive an update on the recent flooding at Low Road, Scole – the ditch outside Street Farm needs clearing which will help alleviate the problem. The culverts on Low Road needed clearing – Cllr Moore has cleared. A small digger is needed to clear more effectively – Cllr Trevail will approach Waterfield’s for their help.</p> <p>There has been an electric cable exposed on Low Road – Clerk to report to Power Gen.</p> <p>The Clerk reported on an email received from a resident at Waterloo who has experienced problems with flooding in the recent rains. The Clerk has received an email from Bob Edwards at NCC Highways, who is going to fund a soakaway which he feels will alleviate this problem in the future.</p>	<p>Cllr Trevail</p> <p>Clerk</p>
<p>11. To receive an update on the positioning in the parish of the recently discovered Marker Stone:</p> <p>To be completed.</p>	
<p>12. To receive an update from the Planning Group (CM, CB) on any new & o/s planning applications:</p>	



MINUTES		ACTION
12.1	To Comment on and Approve/Refuse any Current planning applications: None	Clerk
12.2	Current planning applications: Land on Norwich Road – The Council has been asked to approve the Site Survey Conveyance Plan for the land to be transferred to the Parish Council for the proposed village hall. After discussions Councillors unanimously agreed to the plan 13-091-004-A and the Clerk to confirm with Hollins, the architects acting for Mr B Tunmore. Councillors noted that the land for the allotments was not on the map as there are currently some objections to resolve but the Council are keen that this land is kept for community use.	
13.	FINANCE	
13.1	AUTORISATION FOR PAYMENT:	

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
102158	Sara Campbell	Salary & Expenses	465.02		32.20
102159	Ann Foreman	Salary & Expenses	159.30		
102160	Scole CEVC Primary School	Scroll	16.60		
TOTAL			640.92		32.20

Proposed Cllr Brooks and Seconded Cllr Hall and unanimously agreed.

13.2 RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
TOTAL			

13.3 RESPONSIBLE FINANCE OFFICER REPORT:

Details	CR	DR	
Balance Brought Forward from last Month (Community Account) A	14,978.03		
Receipts this month (Community Account) listed above): B			
Payments this month (listed above): C		640.92	
Community Account Balance (=A+B-C)			14,337.11
Business Saver Account Balance C/ F £4,605.16 Interest 6/6/16	0.57		4,605.73
TOTAL MONIES			18,942.84



MINUTES	ACTION
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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

- 13.4 Allocated Funds:** The Clerk had prepared reserves for the commencement of the financial year 1/4/ 2016

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

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

14.1 Employment Group (CM, MR, CAB) – Nothing to report.

14.2 Finance Group (GM, JJ, COB) – Nothing to report



MINUTES	ACTION
<p>14.3 Scole Community Centre & Playing Field (CAB) – Cllr C Moore reported that a</p> <ul style="list-style-type: none"> • Facebook Newsletter has been created. • Handbook which will contain all the information regarding the use, management and history of the hall is currently being written. <p>Cllr Blakesley has asked that the Parish Council assist with the costs of the Play Equipment as this is for the benefit of the whole village. Councillors discussed and asked for this to be an Agenda item at the next meeting.</p> <p>Football Club are hoping to build changing rooms.</p>	
<p>15.4 Community Survey Group (CM, JJ, MR) – Nothing to report.</p>	
<p>15.5 Funding Opportunities Group (GM, COB) –Nothing to report</p>	
<p>15.6 Footpath Warden (COB) – 47.5 hours have been worked by the volunteers during June, putting right the damage caused by the flooding.</p> <p>There are 8 volunteers turning out regularly and the maintenance of the Churchyard has been taken over by the group on 1-7-16.</p> <p>The recent picnic in the park was attended by 40 residents; Cllr Brooks thanked Cllr C Moore for the posters and Cllr G Moore for the cooking.</p>	
<p>15.7 Scole Pocket Park (COB) – As above.</p>	
<p>16. To receive an update on any meetings attended:</p>	
<ul style="list-style-type: none"> • None 	
<p>17. To receive and discuss items from Parish Councillors:</p>	
<ul style="list-style-type: none"> • Cllr C Moore – The A board on the pavement advertising The Crossways has currently been removed. 	
<ul style="list-style-type: none"> • Cllr C Brooks – The surface on Karen Close is breaking up badly – Clerk to chase. 	Clerk
<ul style="list-style-type: none"> • Cllr L Trevail – informed the Council that Ralph Vaughan Williams had stayed at the Greyhound, performing and writing music here. He suggested that the new roads on the Norwich Road development could be named making this connection. 	
<p>18. Correspondence received – the Clerk previously circulated a list of correspondence received by email and post this month. If you could like a copy of any correspondence please ask the Clerk.</p>	
<p>19. To receive items for the next Agenda – Land at Norwich Road, play area at Community Centre please send any other Agenda items to the Clerk.</p>	
<p>20. Date of next meeting: Monday 22 August, 2016 at 7.30 pm</p>	
<p>Meeting Adjourned at 9.12 pm</p>	