

**MINUTES OF STOKE HOLY CROSS PARISH COUNCIL MEETING**  
**held at the Pavilion on**  
**Thursday 17<sup>th</sup> February 2022 at 7.45pm**

**Present:** Cllrs Collins, Jinkerson, Bussey, Iaccarino, SJ Hull, S Hull, Knobbs, Hopper

**District Councillor and County Councillor:** Nigel Legg, Gerry Francis and Vic Thomson

**Clerk:** Mrs A Rose

1 member of the public

The chair informed members of the council and the public that the meeting will be recorded for minute purposes.

**1. Apologies for absence:**

Apologies for absence were received from Cllr Thomas

**2. Disclosures of interest**

There were none.

**3. Norfolk Wildlife Trust**

Gemma Walker an officer from Norfolk Wildlife Trust kindly reported on what the Norfolk Wildlife Trust do and how they can help and support Stoke Holy Cross with the wildflower meadow they are wanting to achieve.

Cllr Collins raised three issues of importance to get the wildflower meadow up and running;

- 1) Timeplan of what needs to happen and to involve the village.
- 2) Upcoming cutting regime for our grass contractors.
- 3) Expenditure plan on what monies will be spent and when.

Gemma Walker confirmed that Norfolk Wildlife Trust would be more than happy to assist with the above and confirmed that there are currently grants available to assist with the costs.

**1. The Chairman closed the meeting for Public Comment and Questions:**

**Report from County Councillor V Thomson**

Cllr V Thomson had circulated his report to all councillors prior to the meeting and highlighted the following;

- Check all grit bins to check if any need filling up.
- Broadland and SNDC are finalising the budgets.
- The Government would like to carry out a Levelling Up exercise across the Country. 1 out of 9 counties are in trial (NCC being one of them). There are three levels to consider;
  - 1) basic all councils working together
  - 2) cabinet with elected leader
  - 3) fully elected leader (mayor)

**Report from District Councillors N Legg and G Francis**

Cllrs N Legg and G Francis reported the following;

- Council tax had increased by 3%
- Council office staff are returning to the offices 3 days a week
- Equinor are proposing a new substation
- SNDC are in talks about offering councils with CIL monies a 50% matchfunding

**2. Minutes of the Parish Council Meeting 6<sup>th</sup> January 2022:**

Cllr Collins signed the minutes of the meeting held on 6<sup>th</sup> January, which had previously been circulated, as a true record of proceedings; proposed by Cllr Collins, seconded by Cllr Bussey and unanimously approved.

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**6. Finance Report:**

**6.1.**

The Clerk tabled the accounts to 17<sup>th</sup> February showing an income of £596.70 and expenditure of £2865.29 leaving a balance in the Current Account of £52,292.97 and £134,553.78 in the Reserve Account. Cllr Bussey proposed, seconded by Cllr Jinkerson that the accounts be adopted; this was unanimously approved. The following invoices were approved for payment:

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
BACS	M Lingi	Pavilion Clean (Jan)(AP)	81.00		
BACS	HMRC	TAX & NI (AP)			144.10
BACS	NEST	Jan Pension (AP)	87.55		
SO	A Rose	Jan Salary (AP)	825.72		
SO	A Rose	Jan WAH Allowance (AP)	13.00		
BACS	HMRC	TAX & NI (AP)			68.96
BACS	D Morely	Various jobs SHC	295.00		
BACS	Paperstone	Stationary	80.99	16.19	
BACS	S Collins	Expenses (Petrol for lawnmower)	6.89	1.38	
BACS	S Collins	Expenses (bin bag)	5.04	1.26	
BACS	S Hull	Expenses (bin bags)	4.96	0.99	
BACS	A Rose	Expenses (Wix website subscription)	78.00	15.60	
BACS	A Rose	Expenses (Wix Domain for SHC)	10.39	2.07	
BACS	CGM	Grass maintenance	501.00	100.20	
BACS	SHC Fuel Allotment Trust	Annual rent (Oct)	300.00		
BACS	D Morely	Pavilion concrete bin removed	45.00		
BACS	G Iaccarino	Electrical fit to the defibrillator	150.00	30.00	
		<b>TOTAL £</b>	<b>2,484.54</b>	<b>167.69</b>	<b>213.06</b>

**Receipts this month:**

DATE	ACCOUNT	RECEIVED FROM	AMOUNT
19/01/22	Barclays	Electric meter	93.00
24/01/22	Barclays	Hall Hire (Band Practice)	15.00
28/01/22	Barclays	Pre-School Jan rent	443.70
31/01/22	Barclays	Hall Hire (band practice)	15.00
04/02/22	Barclays	Hall Hire (pop up food van)	15.00
07/02/22	Barclays	Hall Hire (band practice)	15.00
		<b>TOTAL £</b>	<b>596.70</b>

**Responsible Finance Officer Report:**

DETAILS	CREDIT	DEBIT	TOTAL
CASH BOOK BALANCE BROUGHT FORWARD (COMMUNITY ACCOUNT) <b>A</b>	54,561.56		
RECEIPTS THIS MONTH (COMMUNITY ACCOUNT LISTED ABOVE) <b>B</b>	596.70		
PAYMENTS THIS MONTH (LISTED ABOVE) <b>C</b>		2,865.29	
<b>CASHBOOK BALANCE CARRIED FORWARD (=A+B-C) COMMUNITY ACCOUNT BALANCE</b>			<b>52,292.97</b>
<b>BUSINESS SAVER ACCOUNT BALANCE (INC INTEREST)</b>			<b>134,553.78</b>

DETAILS	S106	CIL	TOTAL
NEW PAVILION	148,381.73	132,772.31	281,154.04
PLAY EQUIPMENT (if cannot be allocated to Pavilion)	80,878.57		80,878.57
<b>TOTAL</b>			<b>362,032.61</b>

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**6.2. Asset Register:**

The Asset Register was unanimously agreed with a correction to the allotment land purchased price to £15,000 as opposed to £150,000. The clerk to note on the Asset Register that it reflects replacement costs for insurance purposes.

**7. Planning Applications:**

There were none.

**8. Consultees Reports on Planning Applications:**

2021/2488: 50 Poringland Road; works to TPO – **Approved with conditions.**

2021/2330: Dunston Hall Lodge; Erection of front and side extensions, including internal and external alterations – **Approval with conditions.**

**9. Clerk report and update on items not on the agenda**

- 9.1. The clerk had chased Rogers and Norton regarding the transfer of the amenity land and as of yet no update received, the clerk will keep chasing for an update.
- 9.2. The clerk is pleased to report that Deputy Lieutenant Bryony Faulks had accepted the Parish Councils invitation to present the memorial plaque at the Annual Parish Meeting on 14<sup>th</sup> April.
- 9.3. After discussions with Cllr SJ Hull and Mr Morely, the clerk reported that it was agreed to leave the dog bin in situ at Birkbeck Close and order a new bin for the new location on Poringland Road. The clerk will notify South Norfolk District Council.
- 9.4. The clerk informed the council that Mr Baker would like to run an u11's football team event for football developers and would like to run this event in June / July. The council are in support of the event but would ask the organiser to confirm dates and times.
- 9.5. The council agreed to re-appointing a caretaker for the village. Cllr Collins confirmed that she knows of someone who is interested and will ask him to submit an application to the council for consideration. Cllr Collins also asked the council if they would agree for her son to empty the bins for the next few months as a form of work experience. All were in favour and thanked Cllr Collins son for his contribution to the village.
- 9.6. The clerk brought to the Councils attention complaints regarding planted rose bushes near the strip of land between Harrold Place and Long Lane houses, hindering the public space as a walk through. In addition complaints were received reference the “Private Land” signage placed on open spaces. All were in favour in resolving these issues via a meeting with Harrold Place residents committee, however prior to arranging this meeting the Clerk will liaise with SNDC to ascertain the public rights of way and allowances regarding the private signage.

**10. New Pavilion Working Group**

After an indepth discussion Cllr Bussey explained that the planning application to the New Pavilion is due to expire in May. Cllr Bussey would like to propose that we issue consent to commence the drainage diversion with immediate effect which would cost circa between £10,000 - £15,000 which would constitute commencement of planning and therefore avoiding a re-submission. The clerk was tasked with chasing the PWLB application for an update. Proposed by Cllr Bussey, seconded by Cllr Hopper and unanimously agreed.

**11. Grass maintenance 2022**

After reviewing quotations it was unanimously agreed to reappoint CGM grass contractors for 2022. Proposed by Cllr Jinkerson and seconded by Cllr Knobbs. The clerk was asked if she could approach CGM for a discount due to them not being the most competitive out of the quotations received.

**12. Annual subscription for training and support 2022 / 2023**

After reviewing quotations it was unanimously agreed to renew the subscription with Norfolk Parish Training & Support. Proposed by Cllr SJ Hull and seconded by Cllr Bussey.

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**13. Annual Parish Meeting 14<sup>th</sup> April 7:30pm**

The meeting will take place in the Church Hall and will follow the same format as previous years, except for a special guest attending who will be presenting the community with a memorable plaque for the resilience to the pandemic in the year of 2020 - 2021. The clerk was tasked with sending out invitations to the agreed list of delegates and to provide refreshments.

**14. Clerk's appraisal**

It was agreed by all to appoint Cllrs Collins and Knobbs to carry out the clerk's appraisal on Wednesday 27<sup>th</sup> April held at the Pavilion at 7pm.

**15. Grants policy and application**

The grants policy and application process was ratified, proposed by Cllr SJ Hull, seconded by Cllr Jinkerson and unanimously adopted.

**16. Platinum Jubilee**

Cllr Collins updated the Council to the village Platinum Jubilee celebrations and highlighted the following plans;

- The working group is meeting every 3 weeks
- Dog / football competitions / Demos / Salsa dancing
- Bar / food vans
- Live performers x3 / bag piper
- Picnics / stalls
- 3 x Portable toilets
- Applying for grants

The event will be a non-profit event.

The clerk advised the council / working group when holding an event the following will be required, temporary event notice (music), insurance, food hygiene certificates, risk assessments and first aiders.

**17. Playing Field Committee**

Cllr Jinkerson circulated her report to all councillors prior to the meeting. The embankment slide was discussed in depth, it was recommended to have an additional meeting to fully assess the details and to submit a full proposal to the council for consideration at the next parish council meeting.

**18. Traffic Working Group**

Cllr SJ Hull reported that the Community Speedwatch Team is working well. The SSG recently had a meeting and it was proposed to coordinate the CSW sessions within the six villages which could lead to a speeder receiving two letters as opposed to one.

**19. Section 137**

It was unanimously agreed by all to donate £50.00 each to the following organisations under Section 137.

Priscilla Bacon  
Norfolk Citizens Advice  
Stoke Holy Cross Dementia Group

**20. Date of the next Meeting**

The next Parish Council Meeting will be on Thursday 31<sup>st</sup> March 2022 held at the Pavilion.

Their being no other business the Chair thanked all for attending and closed the meeting at 21:30pm.