

# STOKE HOLY CROSS PARISH COUNCIL

## Minutes of the Parish Council meeting held at The Community Hall on Thursday 16<sup>th</sup> April 2026 at 7.30pm.

Present: Cllrs S Collins (Chair), G Iaccarino (Vice-chair), D Cooper,  
R Mouncer, D Mouncer and P Russell.  
Parish Clerk/RFO: D Wickham.  
County Councillor: V Thomson, District Councillor: J Webber.  
2 members of the public.

Minute Ref No:

1. **To consider approving any apologies for absence.** 26/022  
Apologies were received from Cllr Strange due to ill-health. These were unanimously approved by the Council.

2. **To receive any declarations of interest, and requests for dispensation, on any items to be discussed.** 26/023  
Cllr Collins declared an interest in item 5.1 (expenses).

3. **To suspend the meeting for questions from members of the public and to receive reports from District and County Councillors.** 26/024  
A report from County Cllr Thomson had been circulated to the Council prior to the meeting. Norfolk County Council (NCC) was not responsible for highways signage and diversions in relation to emergency road closures by utility companies and third parties, contrary to a recent assertion by Anglian Water. A report from District Cllr Webber had been circulated to the Council prior to the meeting.

4. **To approve and sign the minutes of the Parish Council meeting held on 5<sup>th</sup> March 2026.** 26/025  
Having been circulated to the Council prior to the meeting, it was **AGREED** unanimously that the minutes were approved as a correct record.

5. **Finance:** 26/026  
5.1 Approval of the bank reconciliation and Payment of Accounts List (see below) was **AGREED** unanimously.

5.2 In the absence of Cllr Strange, Cllr Iaccarino had not had an opportunity to review the accounts for the fourth quarter of the 2025/26 financial year yet. This item was adjourned until the next May meeting.

ACTION: PS/CI

5.3 Monies which had historically been raised by a third party to fund 'playing field equipment' had been transferred to the Parish Council following the closure of the third party's bank account. The donation came with a request that the monies be spent on play equipment and the wildflower meadow. Cllr Collins noted that if the funds were raised on the premise that they would be spent on play equipment then this is what they should be spent on, not the meadow. Cllr Iaccarino agreed with this and noted that the need for funds to buy new play equipment was much greater than funds for the meadow. The Parish Clerk confirmed that there were currently over £1,500 ringfenced for the wildflower meadow, an increase since the previous year.

Signed:

Date:

- Cllr Russell suggested new benches or picnic tables and offered to liaise with the Wildflower Meadow Working Group to ascertain their views. ACTION: PR
6. **To receive an update from the Community Hall Working Group (CHWG).** 26/027  
Cllr Collins reported that she had been reviewing arrears in hall hirers' payments and updating accounting processes. It was noted that the next CHWG meeting would be held on 5<sup>th</sup> May 2026.
7. **Planning Applications:** 26/028  
*2026/0231 - Land South Of 59 Norwich Road: New Dwelling.*  
Following a discussion around overcrowding, parking and access, the Council decided to object to this planning application.  
*2026/0572 - Barn West Of Whiteford Hall Farm, Chandler Road: Self build conversion of the existing barn into a residential dwelling with associated infrastructure. New build double garage in replacement of existing outbuildings following Class Q fallback position.*  
The Council had no objection to this application.  
*2026/0723 - 12 Broomefield Road: Extend front porch.*  
The Council had no objection to this application.
8. **To ratify the new Pre-School hall hire contract.** 26/029  
Following discussion of the document's contents at a recent CHWG meeting the Council **AGREED** to adopt the contract. Cllr Collins would liaise with the Pre-School Manager in this regard. ACTION: SC
9. **To adopt the 2026 Risk Management Policy, Freedom of Information Policy, Data Protection Policy and Information Audit.** 26/030  
The Council unanimously **AGREED** to adopt these four documents.
10. **To receive an update in relation to the Community Speed Watch Scheme.** 26/031  
Cllr Russell reported that he had experienced some issues with one of the SAM2 speed devices and would contact Westcotec for guidance. ACTION: PR
11. **To receive an update from the Wildflower Meadow and Playing Field Working Groups, and to receive a report from Open for Nature (parish biodiversity group).** 26/032  
Cllr Russell reported that a new biodiversity group 'Open for Nature' had held a couple of meetings. A questionnaire accessed by QR code was now live and paper copies would also be available. The group wanted to understand whether there was public interest in such a group. More planting and weeding had been carried out on the meadow. Cllr Collins would arrange a PFWG meeting soon. Urgent repairs were needed in relation to the boards at the skate park. Following a discussion the Council **AGREED** to replace the boards which posed a potential safety risk now, with any other damaged boards being replaced in due course. ACTION: SC
12. **To receive an update from the 23<sup>rd</sup> March 2026 SSG Meeting.** 26/033  
Cllr D Mouncer circulated a report outlining the matters discussed at the meeting.
13. **To co-opt a new Parish Councillor.** 26/034  
There were no applicants for the vacancy at this stage.

Signed:

Date:

14. **To confirm the date of the Annual Parish Council Meeting.**  
The Council **AGREED** the date as Thursday 21<sup>st</sup> May 2026.

26/035

The meeting ended at 9.45pm

Payments Approved at the Meeting Held on 16th April 2026

Date	Payee	Description	Net	VAT	Gross
01/04/26	EDF (DD)	Electricity	£308.54	£67.95	£376.49
09/04/26	G Kelly	Hall Hire Overpayment	£170.00		£170.00
17/04/26	D Wickham	March Expenses	£32.33	£1.27	£33.60
17/04/26	S Collins	Expenses	£123.39	£24.67	£148.06
17/04/26	Positive Water	Water	£180.41	£18.14	£198.55
17/04/26	Flawless Cleaning	April Cleaning	£370.60	£74.12	£444.72
17/04/26	C Dean	Expenses	£220.00	£44.00	£264.00
17/04/26	Parochial Church Council	Donation (2 years)	£1,250.00		£1,250.00
17/04/26	NPTS	Training	£52.00	£10.40	£62.40
24/04/26	EDF (DD)	Electricity	£226.78	£11.34	£238.12
28/04/26	S Himpleman	April Cleaning	£149.50		£149.50
28/04/26	A Wenn	April Caretaker	£176.31		£176.31
28/04/26	D Wickham	April Salary	£919.27		£919.27
28/04/26	Nest (DD)	April Pension	£92.82		£92.82
17/05/26	HMRC	April PAYE & NI	£396.47		£396.47
		Total	£4,668.42	£251.89	£4,920.31

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