

MINUTES OF STOKE HOLY CROSS PARISH COUNCIL MEETING
held at the Pavilion on
Thursday 23rd June 2022 at 7.30pm

Councillor's Present: Sandy Collins, Gill Jinkerson, Charles Bussey, Stewart James Hull, Sue Hull, Katrina Nobbs, Jim Hopper

District Councillor's: Nigel Legg, Gerald Francis and Ian Spratt

County Councillor: Vic Thomson

Clerk: Anita Rose

6 members 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 and accepted from Cllrs Thomas and Iaccarino

4. Disclosures of interest:

There were none.

3. The Chair closed the meeting for Public Comment and Questions

2 member's of the public raised their concerns reference planning application 2022/0284 and the impact this will have to their properties, they mentioned loss of light and how out of character it is.

The Council agreed to look at the application in detail prior to submitting comments.

A member of public reported that a pot hole near the Wildebeest is in desperate need of repair. The Council agreed to report the pothole to highways.

A member of public reported that a resident is selling fruit a veg on the S bend towards Caistor highlighting that it is dangerous to be stopping here due to visibility. The Council explained to the resident that this is a matter for the Police and advised him to report any hazards on the road directly to them.

A member of public raised that the lorry weight restriction signs had been removed from Stoke Lane, Dunston. The Council explained that the signs were only in place whilst Hopkins Homes were building, as the development is now complete the signs have been removed.

The Chair introduced with a warm welcome Michael Beckett, the Council's caretaker.

Report from County Councillor V Thomson

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

- Rise Up programme is set to be delivered to 60 schools for children to benefit from a mental health and wellbeing programme.
- Following the recent Jubilee events there is still one left - Jubilee trails to The Queen's Treasure. The trails will go from: Heacham to King's Lynn; Gressenhall to Dereham; Great Yarmouth to Lowestoft; and Gayton to Castle Acre.
- Hardship fund of £7.7m for households to access help.
- Weather ready, please look out for each other and remember not to leave your dogs in cars during this warm weather.
- Norfolk's carbon cutting transport plan is set to be discussed at cabinet on Monday 6th July.
- Norfolk Show – shuttle buses have been provided.

Report from District Councillors N Legg, G Francis and I Spratt

They each gave a brief report with the following highlighted;

- South Norfolk Planning are able to approve minor applications for extensions but no overnight accommodation due to the Nutrient Neutrality.
- Community Action Fund monies are currently available.

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- Cllr Ian Spratt introduced himself, he was elected in May 2022 as District Councillor.
- Cllr Spratt attending the “Shaping the future together meeting” and gave an update.

Cllr Hopper left the meeting due to feeling unwell.

4. Minutes of the Annual Parish Council Meeting 12th May 2022:

Cllr Collins signed the minutes of the meeting held on 12th May which had previously been circulated, as a true record of proceedings; proposed by Cllr Jinkerson seconded by Cllr Knobbs and unanimously **APPROVED**.

5. Finance Report:

5.1. The Clerk tabled the accounts to 23rd June 2022 showing an income of £2,586.70 and expenditure of £8428.05 leaving a balance in the Current Account of £81,945.75 and £134,557.13 in the Reserve Account. Cllr Collins proposed, seconded by Cllr Knobbs 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	S Collins	Expenses (sadolin)(AP)	39.71		
BACS	S Collins	Expenses (wood stain) (AP)	84.50		
BACS	Shotesham Village Association	Marquee PJE (AP)	100.00		
BACS	Maryanna Lingi	Cleaning Pavilion Apr 22 (AP)	108.00		
BACS	Maryanna Lingi	Cleaning Pavilion May 22 (AP)	108.00		
BACS	Rock Garden	PJE (AP)	500.00		
BACS	S Collins	Expenses A) Fireworks PJ (AP)	1183.33	236.67	
BACS	S Collins	Expenses B) Wood stain (AP)	116.85	7.50	
BACS	S Collins	Expenses C) First aid kit equip (AP)	59.67		
BACS	S Collins	Expenses D) Bunting PJE (AP)	99.94		
BACS	Michael Beckett	Handyman w/c 23/05 & 30/05	108.00		
BACS	Michael Beckett	Additional 35hrs PJE	522.50		
BACS	Michael Beckett	Service and repair to strimmer and hedge cutter	138.70		
BACS	Michael Beckett	Repairs to monkey bars	95.30		
BACS	Michael Beckett	Handyman w/c 06/06 & 13/06	108.00		
SO	A Rose	Salary May (AP)	838.72		
BACS	A Rose	Additional £3 owed from salary	3.00		
BACS	A Rose	WAH Allowance	13.00		
BACS	HMRC	TAX & NI (06/05 – 05/06)			69.47
DD	NEST	Clerk pension (May)	89.11		
BACS	A Rose	Expenses PJE (Remaining balance for toilet hire)	290.00	58.00	
BACS	A Rose	Expenses (garden waste bins)	120.00		
BACS	A Rose	Expenses TEN notice PJ	21.00		
BACS	C K Professional Tree Services	Tree works according to tree survey	2050.00		
BACS	Neil Macnab	Architectural services to Pavilion	501.90		
BACS	CGM	Grass maintenance	37.63	7.53	
BACS	G Jinkerson	Expenses PJ scarecrow prizes	8.00		
DD	AF Affinity	Electricity	451.03	25.77	
BACS	Paperstone	Stationary	101.98	20.39	
BACS	Julia Thomas	Expenses PJ (Coins, crowns & bunting)	104.85		
		TOTAL £	8002.72	355.86	69.47

Receipts this month:

DATE	ACCOUNT	RECEIVED FROM	AMOUNT
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13/05/22	Barclays	Hall Hire	12.00
13/05/22	Barclays	Hall Hire (Band Practice)	15.00
27/05/22	Barclays	SNDC (S106-Hillcrest)	1886.00
27/05/22	Barclays	SHC Pre-school May 22 rent	443.70
30/05/22	Barclays	Hall hire (band practice)	15.00
07/06/22	Barclays	SNDC (PJ Grant)	200.00
10/06/22	Barclays	Hall hire (band practice)	15.00
		TOTAL £	2,586.70

Responsible Finance Officer Report:

DETAILS	CREDIT	DEBIT	TOTAL
CASH BOOK BALANCE BROUGHT FORWARD (COMMUNITY ACCOUNT) A	87,787.10		
RECEIPTS THIS MONTH (COMMUNITY ACCOUNT LISTED ABOVE) B	2,586.70		
PAYMENTS THIS MONTH (LISTED ABOVE) C		8,428.05	
CASHBOOK BALANCE CARRIED FORWARD (=A+B-C) COMMUNITY ACCOUNT BALANCE			81,945.75
BUSINESS SAVER ACCOUNT BALANCE (INC INTEREST)			134,557.13

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
TOTAL			362,032.61

5.2. Bank signatory mandate for the new Clerk was **APPROVED**. Proposed by Cllr Bussey and seconded by Cllr SJ Hull.

6. New Pavilion Working Group

Cllr Bussey updated the Council that 1000 copies of the new Pavilion Hall survey will be distributed throughout the village weekend 2nd July and then collected weekend of 16th July.

Cllr SJ Hull update the Council that following his attendance at the SNDC Shaping the future together meeting it was announced that they have money available for infrastructure projects, the New Pavilion project fits within this criteria, Cllr SJ Hull and Cllr Bussey have the contact details to put forward our project for consideration.

7. Electric Vehicle Charging Points

Cllr SJ Hull updated the Council on EVCP and had asked the Council to consider putting forward our interests in having one installed at the Pavilion Hall. This was unanimously **AGREED**, the clerk was tasked with registering the Council's interests.

8. Planning Applications:

2022/1075: 7 Broomfield Road; single storey side extension – No objections

2022/0699: Land North of Brickle Loke; variation of conditions 2,4 and 6 to 2021/1154 – amended drawings, materials and velux windows – No objections.

2022/0913: The Pavilion, Long Lane; discharge of condition 3 & 4 of planning permission 2019/0788 – (3) external materials to be agreed and external lighting (4) slab level to be agreed.

2022/0559: The End House, The common, Dunston; Take down gable end chimney and wall to eaves level and rebuild to match. Remove the concrete render to install an 80mm Steico boards for insulation before rendering with traditional white Limecote and Warmcote lime plaster. Replace any beams that are rotten with new oak timbers – No objections.

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9. Consultees Reports on Planning Applications:

2022/0412: Highfields House, Chandlers Road; construction of swimming pool and extension of existing outbuilding to form home office and leisure facilities, ancillary to the main dwelling – **Approval with conditions.**

2022/0848: Mill Cottage, Mill Road; T1 willow – fell – **No objections.**

2022/0809: 45 Broomfield Road; Two storey rear extension – **Approval with conditions.**

10. Clerk report and update on items not on the agenda

- 10.1. The clerk chased Rogers and Norton Solicitors on 11th July for an update reference the transfer of the amenity land and confirmed no update had been received as of yet.
- 10.2. The clerk informed the Council of the upcoming public consultation with Norfolk County Council for validation of Planning Applications consultation draft 2022, and confirmed the period runs from Monday 16th May to Monday 11th July.
- 10.3. The clerk notified the Council that the Jubilee trees for Norfolk Scheme is open for applications offering 50% subsidy on tree packs.
- 10.4. The Council decided to keep the voice recorder that was a shared asset with Mattishall Parish Council and paid Mattishall for the additional half.
- 10.5. The clerk reported that the sunken footpath near Long Lane had been inspected by highways and agreed to resolve the problem.
- 10.6. The clerk reported that the outreach post office will re-open from 14th July 2022.

11. Plastic Free Community

Cllr Hull gave a report on how we can promote a plastic free community. All were in **AGREEMENT** to support the following;

- The Council will lead by example and remove single-use plastic items from its premises and operations.
- The Council will encourage plastic-free initiatives in the area, promoting the campaign and supporting events.
- Cllr Hull was appointed representative for the Plastic Free Steering Group.

12. Wildflower Meadow

Cllr Jinkerson gave an update on the progress of the Wildflower Meadow. A suggestion was made to call the meadow the Jubilee Meadow, all were in **AGREEMENT**.

The Claylands Wilder Connections agreement for the delivery of practical works between Norfolk Wildlife Trust and Stoke Holy Cross Parish Council was signed. Proposed by Cllr Jinkerson, seconded by Cllr Hull and unanimously **AGREED**.

13. Platinum Jubilee

The Council collectively agreed that the event was well organised and thoroughly enjoyed by all. The clerk report that £3,500 was spent out of the £5,000 budget.

14. Date of the next Meeting

The next Parish Council meeting will be on Thursday 28th July 2022 held at St Georges Hall.

15. Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of Staff Matters

15.1. It was **AGREED** to appoint Dan Wickman as the new Clerk and Responsible Finance Officer to the Council, contract of terms and conditions agreed. Proposed by Cllr Jinkerson and seconded by Cllr Bussey.

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There being no other business the Chair thanked all for attending and closed the meeting at 21:13pm