

**MINUTES OF STOKE HOLY CROSS PARISH COUNCIL MEETING**  
**held at the Pavilion on**  
**Thursday 31<sup>st</sup> March 2022 at 7.30pm**

**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

3 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 from Cllrs Jinkerson and Thomas.

County Councillor Vic Thomson also sent his apologies.

**2. Disclosures of interest**

There were none.

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

A member of the public informed the Council that a letter had been written to the Norfolk Highways reference the new proposed development in Caistor St Edmunds. The proposed development is for 120 houses, a new school, football pitch, play areas and woodlands and would like to alert the council to the major impact this will have on neighbouring parishes as well as the increase in traffic this development will cause.

A member of the public asked the Council if there were any further development in the 20mph request to Mill Road. The Council informed the member of public that the current data and statistics received via the SAM2 machines show no cause for concern, however it was agreed that the Council will continue to monitor the situation.

County Councillor and District Councillor reports were circulated to members of the Council prior to the meeting.

**4. Minutes of the Parish Council Meeting 17<sup>th</sup> February 2022:**

Cllr Collins signed the minutes of the meeting held on 17<sup>th</sup> February, which had previously been circulated, as a true record of proceedings; proposed by Cllr Bussey seconded by Cllr Hopper and unanimously approved.

**5. Archive Parish Council Minutes at Norfolk County Hall**

It was unanimously agreed by all to archive Parish Council minutes from June 2018 – May 2020 at Norfolk County Hall.

**6. Finance Report:**

**6.1.** The Council approved the government salary increase of 1.75% which was backdated to April 2021.

**6.2.** The Clerk tabled the accounts to 31<sup>st</sup> March showing an income of £589.90 and expenditure of £6,264.28 leaving a balance in the Current Account of £46,618.59 and £134,553.78 in the Reserve Account. Cllr Collins proposed, seconded by Cllr Iaccarino 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	Priscilla Bacon Hospice	Donation s137	50.00		
BACS	Paperstone	Black refuse sacks	99.95	19.99	
DD	AF Affinity Ltd	Electricity (29 <sup>th</sup> Nov-28 <sup>th</sup> Feb)	553.28	31.61	
BACS	CGM	Grass maintenance (Feb 22)	660.00	132.00	
BACS	CK Professional Tree Services	Fell and remove trees damaged by storm	385.00		
BACS	M Lingi (AP)	Pavilion cleaning for Feb	108.00		

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BACS	MKL Services (AP)	Replace taps and fix leak in the girl's toilet	155.00		
BACS	SNDC	Annual bin charges	995.40	199.08	
BACS	SJ Hull	Expenses (CSW clip board)	9.99		
BACS	AF Affinity Ltd (AP)	Electricity (1 <sup>st</sup> Oct – 28 <sup>th</sup> Nov)	276.46	15.79	
BACS	A Rose	Expenses (football nets)	92.43	18.48	
BACS	A Rose	Expenses (Deposit paid for saxophone PJE for Caron Robinson)	100.00		
SO	A Rose (AP)	Feb salary	825.72		
BACS	A Rose	WAH Allowance for Feb	13.00		
BACS	Nest (AP)	Clerk pension for Feb	87.55		
BACS	HMRC	TAX & NI (6 <sup>th</sup> Feb – 5 <sup>th</sup> Mar)			68.95
SO	A Rose	Mar Salary	825.72		
BACS	A Rose	Government pay increase	105.14		
BACS	A Rose	WAH Allowance for Mar	13.00		
BACS	Nest	Clerk pension for Mar	103.00		
BACS	HMRC	TAX & NI (6 <sup>th</sup> Mar – 5 <sup>th</sup> Apr)			139.60
BACS	Glasdon	Dog bin	108.45	21.69	
BACS	Norfolk Citizens Advice	Donation	50.00		
		<b>TOTAL £</b>	<b>5,617.09</b>	<b>438.64</b>	<b>208.55</b>

**Receipts this month:**

DATE	ACCOUNT	RECEIVED FROM	AMOUNT
17/02/22	Barclays	Hall hire (band practice)	15.00
17/02/22	Barclays	Hall Hire (Band Practice)	15.00
17/02/22	Barclays	Hall hire (band practice)	15.00
22/02/22	Barclays	Hall Hire (band practice)	15.00
23/02/22	Barclays	Hall hire (Allotment Association)	10.00
25/02/22	Barclays	Pre-school rent (Feb)	351.90
07/03/22	Barclays	Hall hire (band practice)	15.00
09/03/22	Barclays	Electric meter	98.00
14/03/22	Barclays	Hall hire (band practice)	15.00
22/03/22	Barclays	Hall hire (band practice)	15.00
24/03/22	Barclays	K Hurn hall hire	15.00
		<b>TOTAL £</b>	<b>589.90</b>

**Responsible Finance Officer Report:**

DETAILS	CREDIT	DEBIT	TOTAL
CASH BOOK BALANCE BROUGHT FORWARD (COMMUNITY ACCOUNT) A	52,292.97		
RECEIPTS THIS MONTH (COMMUNITY ACCOUNT LISTED ABOVE) B	589.90		
PAYMENTS THIS MONTH (LISTED ABOVE) C		6,264.28	
<b>CASHBOOK BALANCE CARRIED FORWARD (=A+B-C) COMMUNITY ACCOUNT BALANCE</b>			<b>46,618.59</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>

**6.3. Financial Risk Assessment:**

The Financial Risk Assessment was reviewed and ratified with no amendments. Proposed by Cllr Collins, seconded by Cllr Iaccarino and unanimously adopted.

**Signed:**

**Date:**

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**7. New Pavilion Working Group**

Cllr Bussey updated the Council on progress with the new Pavilion Hall. After discussion it was agreed to commence the digging and concrete footings to constitute commencement of building. Proposed by Cllr SJ Hull, seconded by Cllr Collins and unanimously approved.

It was agreed for G Davies to approach South Norfolk District Council to carry out a fact find on the unallocated S106 monies to understand if these funds could be used towards the new hall.

**8. Planning Applications:**

2021/2813: Lime Kiln Barn, 37 Norwich Rd; Single storey detached garage.

2021/0241: Petersfield Farm, Valley Farm Lane; Variation of condition 2 of permission 2021/1184 (proposed erection of a self-build dwelling with cart shed) – amended plans.

2022/0258: The Hayloft 30A Poringland Road; Single storey side extension (revised from 2021/0674)

2022/0267: Highfields House, Chandler Road; To build a single tennis court in the paddock area of the garden at Highfields House.

2022/0331: 34 Brickle Road; Proposed first floor extensions. New pitched roof to replace flat roof on former attached garage.

2022/0284: 6 Waveney Close; Erection of triple bay cart lodge

2022/0352: 88 Norwich Road; First floor extension

2022/0412: Highfields House, Chandler Road; Construction of swimming pool and extension of existing annexe, to create a working and leisure annex

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

2022/0232: Holmlea, 7 Brickle Road; Proposed single storey rear extension, extending 8m from the rear wall of the original dwelling house, with a maximum height of 4m and an eaves height of 2.4m – **Prior approval not required.**

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

- 10.1. The clerk had received an email from Bruce Faulkner of Rogers and Norton reference the transfer of the amenity land and explained that the delay is with the developers solicitors.
- 10.2. The clerk expressed her thanks to Cllr SJ Hull for relocating the new dog bin on Poringland Road.
- 10.3. The clerk reported that new goal posts nets had been purchased and had instructed Danny Morley to fit them at his earliest convenience.
- 10.4. Cllr Collins updated the Council in regards to hopefully finding a Caretaker willing to take on the position and will hopefully be able to appoint said caretaker at our Annual Parish Council meeting in May.
- 10.5. The Council sadly received acknowledgement of District Councillor Vivienne Clifford-Jackson resignation due to personal circumstances. The Council thanked Cllr Clifford- Jackson for her service and wished her all the best.
- 10.6. The clerk reported that the private sign placed on the communal open space land had been removed and that the rose bushes previously discussed are planted in accordance with the landscape drawing and is not a public right of way.
- 10.7. South Norfolk District Council had notified the Council that all sanitising stations, posters and banners will be removed in the upcoming days.

**11. Freedom of Information Policy and Data Protection Policy**

The Freedom of Information Policy and Data Protection Policy were reviewed and ratified with no amendments. Proposed by Cllr Knobbs, seconded by Cllr Hull and unanimously adopted

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**12. Platinum Jubilee Working Group**

Cllr Collins gave an update on the progress of the village event for the Platinum Jubilee Celebrations and confirmed all is going well.

**13. Reducing Plastic**

Cllr S Hull asked the Council if they would support her in introducing a plastic free community. The Council were very supportive of this and agreed to put the Council forward to join **Communities Against Plastic**.

**14. Playing Field Committee and Wildflower Meadow**

This item was deferred to the next meeting.

**15. Working Traffic Group**

Cllr SJ Hull gave an update confirming the group is still going strong and reported that the worse affected area in the village for speeding was north end of Norwich Road.

**16. Date of the next Meeting**

The next Parish Council Meeting will be on Thursday 12<sup>th</sup> May 2022 held at the Pavilion.

There being no other business the Chair thanked all for attending and closed the meeting at 21:12pm.