

MINUTES OF STOKE HOLY CROSS PARISH COUNCIL MEETING
held on
Thursday 10th January 2019 at the Pavilion at 7.30pm

Present: Councillors Chairman L Marsh, C Bussey, C Cann, , G Iaccarino, G Davies, S Collins, R Wright

District Councillor and County Councillor: V Thomson

Clerk: Mrs A Rose

9 members of the public.

1. **Apologies for absence** were received and accepted from Cllr T Lewis.
No apologies were received from L Florence and J Hopper.

2. **Disclosures of interest:** There were none.

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

L Marsh announced that Planning Application number 2018/2844 had been withdrawn, therefore advises that this application will not be discussed at this meeting.

Q) Member of the Public – Councillor speaking on behalf of Swainsthorpe Parish Council would like to raise serious concerns over planning application number 2018/2631 – 2632 (Ben Burgess Development). She had asked the councillors if they could view and comment regarding the planning application as this will have an impact on many Parishes.

A) C Bussey replied he would look into this and consult with other councillors to then provide comments.

Q) Member of the Public – The Website has been unavailable for some months which is proving difficult to look at Agendas / Minutes, could you please confirm what has happened?

A) The Parish Clerk explained that we have had difficulty with our Website developers which had resulted in creating a new Website. The Clerk explained that we are trying to resolve as quickly as possible, if you require any information please get in contact and we will do our best to send or provide this information.

Report from County Cllr V Thomson:

- It had been the busiest recycling loads we had received to date. V Thomson would like to arrange a demo to educate on Recycled items.
- Reminders on possible bad weather approaching, advising all to take the necessary checks and planning when leaving home.
- Register with Highways, the system in place will automatically update and inform you when the job is complete.
- The two finger post sign is currently being designed.
- Hand delivered Bin Wheelie Stickers for your distribution.

Q) R Wright asked V Thomson for the speed analysis report collated from Markshall Bridge.

A) V Thomson replied that he will look into this and forward onto him.

Report from District Cllr T Lewis: Cllr T Lewis was not present for this meeting, his report had been circulated to all Councillors and will be attached to these minutes.

4. **Minutes of the Parish Council Meeting held on 29th November 2018:**

The Chairman signed the Minutes of the Parish Council Meeting held on 29th November, which had previously been circulated, as a true record of proceedings; proposed by C Bussey, seconded G Davies and unanimously approved.

MINUTES OF STOKE HOLY CROSS PARISH COUNCIL MEETING

held on

Thursday 10th January 2019 at the Pavilion at 7.30pm

5. Clerk's Report and Progress on items not on the Agenda:

- 5.1) The Clerk reported that there had been no further action regarding the lease renewal for Carol Close.
- 5.2) The exact wording for the two finger post sign had been confirmed, we are awaiting to hear back from the officer.
- 5.3) Awaiting for Hopkin Homes to transfer the land to the Parish Council before the Broomefield Road Bus Shelter can be erected.
- 5.4) The Clerk reported that there had been no further action regarding Tree 5 at the Primary School.
- 5.5) The creation of the new Website is underway. The Clerk will prioritise by importance and will endeavor to go live as soon as possible.
- 5.6) An email had been received from a previous councillor regarding an old Twitter Account that was still active. It had been discussed that we do not use a Twitter Account, therefore we have no passwords or access to it. The Clerk was tasked with contacting the previous councillor (who may of set up this account) offering this person to delete or de-activate the account themselves.
- 5.7) Following from the Election Training that the Clerk had recently attended, the clerk asked the Councillors to consider encouraging interest for new candidates for Elections in May. The Clerk was tasked with seeking posters from South Norfolk Council and Norfolk Parish Training Support and to look into amalgamating an Open Evening prior to the Parish Council Meeting held in March.

6. Review of Standing Orders:

Copies of the revised Standing Orders were circulated to all Councillors prior to the meeting. After some amendments the orders were ratified and were unanimously adopted by the Council; Proposed C Bussey, Seconded S Collins.

7. Review of Financial Regulations:

Copies of the revised Financial Regulations were circulated to all Councillors. After some amendments the document was ratified and were unanimously adopted by the Council; Proposed L Marsh, Seconded C Bussey. S Collins had offered to further investigate auto-enrolment schemes.

8. Finance Report:

The clerk tabled the Accounts for the period 25th November – 31st December showing income of £940.70 and expenditure of £3,916.94 leaving a balance in the Current Account of £29,073.77 and £30,605.85 in the Reserve Account. The Vice Chairman also checked the figures for the third quarter bank reconciliation for the period of 1st October – 31st December with the bank statements and found them to be correct. C Cann proposed, seconded by S Collins that the accounts be adopted; this was unanimously approved. The following invoices were approved for payment;

Stoke Holy Church	£ 37.00	Hall Hire	SNC	£840.00	Dog Bin Charges
Danny Morley Builder	£ 62.00	Fix Manhole Cover	Information Commissioner	£ 40.00	Data Protection
Anita Rose	£414.02	Clerk Expenses	C Bussey	£ 52.80	Manhole Cover
Happy Cow	£114.72	Pavilion Cleaning	Loan	£939.15	Allotments
AF Affinity	£259.45	Electricity			

All agreed salaries and PAYE

9. Draft Budget and Precept Request:

After discussion and with reference to the draft budget it was unanimously agreed to increase the Precept from £23,961.00 to £28,000.00 for 2019/2020.

10. Donations to good causes:

Councillors agreed to donate £50.00 to NARS (Norfolk Accident Rescue Service).

Cllr G Iaccarino received an important call and had to leave the meeting at 20:55pm.

Signed: _____

Date _____

809

MINUTES OF STOKE HOLY CROSS PARISH COUNCIL MEETING

held on

Thursday 10th January 2019 at the Pavilion at 7.30pm

11. Planning Applications:

2018/2743 Whitecroft 24 Chandler Road, SHX; Construction of front porch, alterations to roof and installation of roof windows – No objections.

2018/2764 Chandler House, Chandler Road, SHX; Discharge of condition 13 – materials of permission 2018/1674 – No objections.

2018/2859 Land west of Chandler Road, SHX; Fell – Ash tree and replace with 2 oak trees – Oppose to taking the tree down without seeing the full report.

C Bussey reported that application number 2018/2844 has been withdrawn on a technicality.

12. Consultees Reports and Decisions on Applications:

2018/1674 Chandler House, Chandler Road, SHX; Variation of condition 2 of permission 2018/0503/RVC – Change of material from Render to Brick – Approval with Conditions.

2018/2017 Norwich Main Substation, Mangreen Hall Lane, Dunston; Full planning application for the laying out of a 49.9MW battery storage facility, fencing and access road on land east of the existing Norwich 400kV substation – Approval with Conditions.

2018/2117 The End House, The Common, Dunston; Raise the two remaining collars on the first floor – Approval with conditions.

2018/1779 The Spinney, 133 Norwich Rd, SHX; Change of use of 1.4 hectares of meadow / grass land to residential garden land to rear of property – Withdrawn.

2018/2175 13 Colman Avenue, SHX; Re-application for outline planning permission – Erection of single storey 2-bedroom bungalow & garage – Approval with Conditions.

13. New Pavilion Working Group Report:

G Davies had circulated his report to all Councillors. The full report is attached to these minutes. The plans for the New Community Hall were circulated; the design had been discussed in detail.

A meeting took place with South Norfolk Planning Officers who had given an informal view that the plans being proposed are broadly acceptable, subject to them being properly assessed and approved during the planning application process.

A public consultation event will take place on 6th February at the Pavilion 2.30pm to 7.30pm. Our kind volunteers will arrange for leaflets to be distributed throughout the village inviting all parishioners to come along to view the plans and receive feedback.

G Davies asked the members of the public if anyone had some time to help distribute leaflets this would be much appreciated, please contact our Clerk.

G Davies thanked all the members of the New Pavilion Working Group for all their hard work and efforts.

14. Traffic Report:

R Wright had circulated his report to all Councillors. Concerns were received on the amount of traffic on Norwich Road, total vehicle count of 71,573 between the period of 27th November to 1st January.

L Marsh had received comments from Parent's raising concerns in regards to the amount of traffic on Long Lane. It was suggested to arrange a meeting to discuss a footpath for this area.

G Davies suggested we monitor the bus service as he had received feedback that the service is not very good. L Marsh proposes we invite the two bus companies First and Konnect to the Annual Parish Meeting.

15. Correspondence received:

The clerk circulated an email received from Came & Company regarding the renewal Insurance for Stoke Holy Cross Parish Council. The clerk had been tasked with updating our information and Asset Register.

MINUTES OF STOKE HOLY CROSS PARISH COUNCIL MEETING
held on
Thursday 10th January 2019 at the Pavilion at 7.30pm

16. Items for the next Agenda and date of the next Meeting:

The next PC meeting will be held on 21st February 2019 at the **Pavilion** at 7.30pm

There being no other business the Chairman thanked all for attending and closed the meeting at 21:33pm.

Signed: _____

Date _____

811