

MINUTES OF STOKE HOLY CROSS PARISH COUNCIL MEETING
held on
Thursday 5th September 2019 at the Pavilion at 7.30pm

Present: Councillors S Collins, C Bussey, R Wright, S Hull, G Jinkerson, D Thomas, G Iaccarino, J Hopper

District Councillor and County Councillor: G Francis, N Legg

Clerk: Mrs A Rose

17 members of the public.

1. **Apologies for absence:** Apologies for absence were received and accepted from County Cllr V Thomson, District Cllr V Clifford-Jackson and Cllr M Davies
2. **Disclosures of interest:** There were none.

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

Many residents attended tonight's meeting to convey collective concerns at the prospect of further housing development on field(s) adjacent to the existing Harrold Place development.

Q) Is there any truth to a planning application next to the field at Harrold Place and if so what is the position of the Parish Council?

A) The field has a red line around it and there are various schemes considered but nothing signed or confirmed.

Q) Is this part of the GNLP?

A) Yes

Q) What is the Council's views on the proposed development?

A) We have not discussed it. We will only discuss this if and when an application comes in. Every application is considered by the Council based on the time it is raised and the surroundings.

Q) Will you take into consideration the extra traffic it would create?

A) We would most certainly take all aspects into consideration.

The Chairman suggested all residents from Harrold Place leave their name and email address and if and when we receive further information regarding any proposed housing development the clerk will contact everyone to confirm when a meeting will take place.

Q) I live at Harrold Place and I am concerned with the overgrowth of thistles and weeds overgrowing onto the path.

A) The land is still owned by John Ingrams developers, it has not been transferred as of yet. The clerk will contact the developers to see if they can cut back the overgrowth onto the path or gain permission to do this ourselves.

Q) When is transfer taking place?

A) We do not know.

Q) Has there been any fundraising for the new Pavilion?

A) There is a New Pavilion Working Group which has been running for 4-5 years. Before we can apply for fundraising a business plan is required. We had a village survey and a public exhibition back in February. We were unable to apply for grants until planning permission was approved, which we are pleased to say this was recently approved.

Q) The signs are in the incorrect place off the A140 and has there been any progress in adopting a 20mph zone on Mill Road.

A) We are pursuing the issues in adopting various roads to a 20mph zone. We will call the developers to explain about the lorries and to notify them of the incorrect placement of the sign.

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Report from County Cllr V Thomson: Cllr V Thomson's report had been circulated to all councillors and is attached to these minutes.

Report from District Cllr G Francis and Cllr N Legg: Cllr G Francis and Cllr N Legg reported the following;

- GNLP to be consulted in the next month. South Norfolk, Broadland and Norwich Councils will be introducing their development plans 2036. It will effect South Norfolk greatly an increase of 18%.
- City deal government grants for housing. No mention of medical services so far.
- Villages could be permitted to have small developments in order to encourage small builders.

The Chairman re opened the meeting

4. Minutes of the Annual Parish Council Meeting held on 25th July 2019:

S Collins signed the Minutes of the Meeting held on 25th July, which had previously been circulated, as a true record of proceedings; proposed by C Bussey, seconded by S Hull and unanimously approved.

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

5.1 The clerk reported that there had been no further action regarding Tree 5 at the Primary School.

5.2 The clerk reported that an email had been received from Mr D Dobson from the Fuel Allotment Trust. He confirmed he is still awaiting the surveyors report and will forward a copy onto the Parish Council. Mr D Dobson had suggested we elect one to two councillors to discuss with the trustees and their solicitor the recommendations from the surveyors report. Cllrs C Bussey, G Jinkerson and S Hull were elected on behalf of the Parish Council to attend these meetings.

5.3 It was agreed that the leaning tree at present was healthy and was of no immediate cause of concern. C Bussey had offered to arrange for a tree surgeon to look at it and agreed to continue to monitor it closely.

5.4 The clerk reported that Mr D Morely the appointed builder had been instructed to carry out the work to the broken posts at the Pavilion Car Park. The clerk confirmed that the cost of this work was £160.00. This amount was agreed in conjunction with the Chairman under exceptional health and safety circumstances. This was unanimously agreed.

5.5 The clerk reported that a replacement seat and chain for the zip wire was purchased for the amount of £66.00 (inc VAT). This amount was agreed in conjunction with the Chairman under exceptional circumstances. This was unanimously agreed. G Iaccarino had offered to fit the chain / seat to the zip wire.

5.6 The clerk reported that the bus shelter bins had arrived and G Iaccarino had kindly offered to fit them.

5.7 The clerk reported that an email had been received from Mr D Bracey asking if the Parish Council would like him to carry out this years annual play inspection for both playing areas at Long Lane and Carol Close. He has confirmed that his fee is the same as last years £150.00 (plus vat) and is available to carry out this inspection on 23rd September 2019. This was unanimously agreed.

5.8 The clerk reminded all councillors of the council training course at the Pavilion next Thursday 12th September 19.00 – 21.30.

5.9 Stoke Holy Cross Pre-School have reported deadly nightshade growing around the front of the Pavilion. They have removed as much as they could but advises that the area requires spraying. S Collins had offered to look at this.

6 Finance.

The Clerk tabled the Accounts to 5th September 2019 showing an income of £915.64 and expenditure of £3094.85 leaving a balance in the Current Account of £33,601.59 and £95,141.96 in the Reserve Account. S Hull proposed, seconded by C Bussey that the accounts be adopted ; this was unanimously approved. The following invoices were approved for payment :

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6.1

AUTHORISATION FOR PAYMENT:

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
DD	AF Affinity	Electricity	67.66	3.86	
DD	AF Affinity	Electricity	74.06	4.23	
DD	AF Affinity	Electricity	77.47	4.42	
DD	AF Affinity	Electricity	92.19	5.26	
DD	AF Affinity	Electricity	76.40	4.36	
DD	AF Affinity	Electricity	85.19	4.87	
DD	AF Affinity	Electricity	109.15	6.23	
DD	AF Affinity	Electricity	111.91	6.39	
DD	AF Affinity	Electricity	105.79	6.04	
1884	CGM	Grass Maintenance	40.95	8.19	
DD	AF Affinity	Electricity	35.31	2.01	
DD	AF Affinity	Electricity	124.98	7.14	
1885	Houseproud Commercial	Pavilion Cleaning	103.60	20.72	
DD	AF Affinity	Electricity	106.57	6.09	
1886	CGM	Grass Maintenance	388.12	77.62	
1883	NPTS	Training	69.95		
1887	Glasdon UK Ltd	3 x Shelter Bins	146.70	29.34	
1888	CAN	2 x Inspection Play Area Course	80.00		
1889	Fenland Leisure Products	Zip wire seat and chain	65.00	13.00	
SO	B Taylor	Salary	85.51		
SO	A Rose	Salary	492.97		
1882	HMRC	PAYE	56.80		
1890	Houseproud Commercial	Pavilion Cleaning	64.75	12.95	
1891	Came & Company	Additional premium Skatepark Insurance	141.15		
1892	NPTS	Training	69.95		
TOTAL £			2872.13	222.72	

RECEIPTS THIS MONTH:

Date	Account	Received From	Amount
30/06/19	Natwest	Credit Note AF Affinity	74.30
30/06/19	Natwest	Credit Note AF Affinity	82.93
30/06/19	Natwest	Credit Note AF Affinity	84.11
26/07/19	Natwest	Credit Note AF Affinity	203.58
26/07/19	Natwest	Credit Note AF Affinity	37.32
31/07/19	Natwest	Pre-school Rent	343.40
22/08/19	Natwest	Pavilion Hall Hire	90.00
TOTAL £			915.64

Signed: _____

Date _____

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Details		CREDIT	DEBIT	
Cash Book Balance Brought Forward (Community Account)	A	33,890.39		
Receipts this month (Community Account) listed above):	B	915.64		
Payments this month (listed above):	C		3094.85	
Cash Book Balance Carried Forward (=A+B-C) Community Account Balance				33,601.59
Business Saver Account Balance Interest		17.20		95,141.96
CASH IN BANK				128,743.55

6.2 It was unanimously agreed by all to accept Mr B Taylor's proposal to empty all 5 litter bins (4 Bus shelters and 1 at Carol Close) for an additional amount of £13 per month commencing first payment on 28th September 2019.

6.3 The clerk circulated a table highlighting the advantages and disadvantages for both considered banks; Barclays and Unity Trust. It was agreed that the Chair and Clerk will attend a meeting with Barclays Bank on 13th September and to speak to Unity Trust to further investigate what they offer. It was agreed to re-discuss these options after further investigations had taken place at our next meeting.

7. To ratify the Financial Risk Assessment:

Copies of the Financial Risk Assessment were circulated to all Councillors prior to the meeting. The Financial Risk Assessment was ratified and were unanimously adopted by the Council ; proposed by G Jinkerson, seconded by R Wright.

8. To approve the amendment to the Clerk's contract :

Copies of the Clerk's contract were circulated to all Councillors prior to the meeting. The Amendment was ratified and were unanimously adopted by the Council ; proposed by D Thomas, seconded by S Hull.

9. To consider renewal of Community Action Norfolk bronze membership :

It was unanimously agreed to renew the bronze membership with Community Action Norfolk for the amount of £20.00; proposed by C Bussey, seconded by S Collins.

10. To consider the revised quotation from Hiscox Insurance Company adding to the insurance policy the play equipment to both playing areas and all four bus shelters:

It was unanimously agreed to insure the play equipment at Long Lane and Carol Close and all four bus shelters against loss or damage. The additional premium will be £345.82, proposed by G Jinkerson, seconded by G Iaccarino and unanimously approved.

11. To review the four quotations received to install safe surfacing to the embankment slide at the playing field:

After reviewing the quotes provided by the Clerk it was decided that further information is required; it was unanimously agreed that S Hull and G Jinkerson will look into sourcing further quotes, visit other play areas to view their surfacing and to look at the products guarantee.

12. To consider contract renewal for CGM (Grass maintenance):

After a brief discussion it was decided to obtain three quotations for grass maintenance for both play areas. The clerk was tasked with sourcing three quotes for our next Parish Council meeting in October.

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13. Planning Applications:

2019/9221: Land West of Norwich Road, SHX – Outline planning consent for a phased development providing 4 new self or custom build homes and access, together with associated infrastructure and open space – Withdrawn.
2019/1784: Land South of Petersfield Farm Valley Farm Lane, SHX; Discharge of conditions 4 – surface water drainage plan, 5 – foul water and sewage plan, 8 – hard and soft landscaping works, 9 – tree protection plan, 10 - materials and 12 – boundary treatment of 2014/1396.

14. Consultees Reports on Planning Applications:

2019/1093: 57 Norwich Road, SHX – Removal of existing detached garage, erection of a one-and-a-half storey side extension and corresponding replacement roof to house including 6 dormers, erection of a single-storey rear extension, and further alterations including to fenestration – Approval with no conditions.

15. Traffic Issues:

Cllr R Wright had circulated his report to all councillors, the following points were highlighted;

- Increased volume of weekly vehicle counts.
- Maximum speed of 75mph.
- Statistics on 30mph clearly shows a speeding problem.

16. Correspondence Received:

The following correspondence had been received;

- A request from a Managing Agent for permission to install path lights at owners expense. Solar panel lamps around the whole estate at their expense. All were in favour and had no objections.
- A message was received from a parishioner regarding the strip of land (grass) between the rear gardens of the existing houses on Long Lane and new houses at Harrold Place requesting for the small area to be re-seeded. After a brief discussion it was agreed for the Clerk to contact CGM and ask them to assess the area and provide a quotation.

17. Date of the next Meeting:

The next PC meeting will be held on 17th October at the Pavilion Hall at 7.30pm.

18. To receive a confidential report on the Pavilion finances: Discussions took place regarding financials of the village hall, due to it being commercially sensitive the matter was handled in confidence.

There being no other business the Chairman thanked all for attending and closed the meeting at 21:34pm.

Signed: _____

Date _____

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