

MINUTES OF STOKE HOLY CROSS PARISH COUNCIL MEETING
held remotely on
Thursday 7th January 2021 at 7.30pm

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

District Councillor and County Councillor: V Clifford-Jackson, G Francis, V Thomson

Clerk: Mrs A Rose

1 members of the public.

1. Apologies for absence:

Apologies for absence were received and accepted from Cllr N Legg.

2. Disclosures of interest:

There were none.

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

Q) Applicant of planning application 2020/2342 asked why the Parish Council refused his application.

A) Cllr C Bussey advised that the Parish Council recommends that the trees are checked and examined before a decision was made.

Report from County Cllr V Thomson:

Cllr V Thomson had circulated his report. The following were highlighted;

- Reference to our earlier discussions Cllr V Thomson informed members that trees in a conservation area are protected if larger than 7.5cm in diameter and taller than 1.5 meters.
- Covid cases are increasing so please stay safe everyone and protect everyone else.
- Information enclosed on vaccines and priority groups.
- All reported flooding is being looked at and investigated. Wettest October since 1890.
- Information enclosed regarding school places for critical workers.
- Government voucher scheme for fibre broadband, as more people work from home a super fast broadband is important. Cllr V Thomson and J Smith will get a message out to people in Stoke Holy Cross and Caister St Edmunds. Every household can receive a voucher for the amount of £1,500.00 and if you run a business from your home you can receive a voucher for the amount of £3,500.00. All household amounts are then totalled together which are hopefully near or 100% covered in the cost charged by Open reach.

Report from District Councillors:

Cllr G Francis had reported the following;

- Flooding issues recently are being discussed to review the problems it has caused and ways to address it, to improve the drainage structure.
- Covid19 - good news vaccines are being distributed.
- Members grant of £700.00 towards the swing should be received shortly.

Cllr V Clifford-Jackson report had been circulated to all Councillors.

Cllr N Legg report had been circulated to all councillors.

The Chair re opened the meeting

4. Minutes of the Parish Council Meeting held on 26th November 2020:

Amendment to item 13 planning application number 2020/2122 to "Prior permission not required". Cllr S Collins hand written the amendment and signed the minutes of the meeting held on 26th November, which had previously been circulated, as a true record of proceedings; proposed by Cllr J Hopper, seconded by Cllr S Hull and unanimously approved.

5. Representative for the Allotment Association:

Cllr J Hopper had been elected to be the representative for the Allotment Association.

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

6.1 Cllr G Iaccarino will purchase the new pavilion lock after restrictions are lifted following the recent announcement of National Lockdown following the current pandemic of Covid-19.

6.2 Cllr C Bussey updated the council regarding the community green land. John Ingram's contractor will prepare and seed the land as soon as the ground dries out.

6.3 The clerk reported that CK Professional Tree Services had successfully removed the two poplar trees at the playing field at Long Lane and the timber had been cut into 16 knee height seats.

6.4 The clerk informed all councillors that an allotment holder had paid their fees for 2020/2021 however, had not signed their tenancy agreement despite being reminded on several occasions. Cllr S Collins personally knows the allotment holder and will have a discussion with them to remind them to sign and return their tenancy agreement.

6.5 The clerk reported that the councillor vacancy is displayed in all notice boards and will be shared on social media sites.

6.6 The clerk reported that the caretaker vacancy is displayed in all notice boards, added to the free for all magazine and will be shared on social media sites.

6.7 The clerk reported that Waveney Surfacing Ltd will return to work on 11th January and will then contact us to arrange a start date for the footpath between Harrold Place and Long Lane.

7. Finance Report:

7.1 The Clerk tabled the accounts to 7th January showing an income of £937.50 and expenditure of £5,484.38 leaving a balance in the Current Account of £51,466.57 and £114,060.07 in the Reserve Account. Cllr G Iaccarino checked the figures for the third quarter bank reconciliation of the period of 30th September 2020 to 30th December 2020 with the bank statements and found them to be correct. Cllr G Iaccarino proposed, seconded by Cllr J Hopper that the accounts be adopted; this was unanimously approved. The following invoices were approved for payment:

Authorisation for payment:

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
DD	AF Affinity	Electricity	108.02	6.16	
BACS	NGF Play	Cradle swing replace deposit (Already Paid)	1000.08		
DD	ICO	Data protection	35.00		
BACS	Houseproud	November cleaning (Already Paid)	106.80	21.36	
BACS	The Garden Guardian	Grass maintenance Nov (Already Paid)	443.89	88.78	
BACS	NGF Play	Cradle swing replace (Already Paid)	1769.92	555.60	
BACS	CAN	Silver membership (Already Paid)	50.00		
BACS	Community Heartbeat	Replacement Pads (Already Paid)	45.00	9.00	
BACS	Pest Off	Mice baits (Already Paid)	49.00		
BACS	CK Professional Tree Services	Removal of two poplar trees (Already Paid)	525.00		
BACS	The Food Dude	Overpayment return (Already Paid)	15.00		
SO	A Rose	Dec Salary	522.22		
BACS	C Bussey	Chain & fixings for bins	20.39	4.09	
BACS	Houseproud	December cleaning	78.90	15.78	
BACS	A Rose	Zoom subscription	14.39		
		TOTAL £	4,783.61	700.77	

Receipts this month:

DATE	ACCOUNT	RECEIVED FROM	AMOUNT
30/11/2020	Barclays	The Food Dude (Hall Hire)	15.00
30/11/2020	Barclays	Pre-School Nov rent	467.50
01/12/2020	Barclays	The Piazza Wheel (Hall Hire)	15.00
17/12/2020	Barclays	Wild Thing (Hall Hire)	40.00

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21/12/2020	Barclays	Electric Meter	94.00
22/12/2020	Barclays	Pre-School Dec rent	306.00
		TOTAL £	937.50

Responsible Finance Officer Report:

DETAILS	CREDIT	DEBIT	TOTAL
CASH BOOK BALANCE BROUGHT FORWARD (COMMUNITY ACCOUNT) A	56,013.45		
RECEIPTS THIS MONTH (COMMUNITY ACCOUNT LISTED ABOVE) B	937.50		
PAYMENTS THIS MONTH (LISTED ABOVE) C		5,484.38	
CASHBOOK BALANCE CARRIED FORWARD (=A+B-C) COMMUNITY ACCOUNT BALANCE			51,466.57
BUSINESS SAVER ACCOUNT BALANCE (INC INTEREST)			114,060.07

DETAILS	S106	CIL	TOTAL
NEW PAVILION	148,300.98	112,293.51	260,594.49
PLAY EQUIPMENT (if cannot be allocated to Pavilion)	80,834.56		80,834.56
TOTAL			341,429.05

7.2 Cllr G Iaccarino (Finance officer) is pleased to report that all is in order with the finances and can see no anomalies.

8. Budget and Precept for 2021/2022:

After discussion and with reference to the agreed budget it was agreed to increase the precept from £41,073.00 to £41,851.45, resulting to a decrease to tax band D from £56.50 to £56.33 for 2021/2022. Proposed by Cllr C Bussey, seconded by Cllr J Hopper and agreed by majority. Cllr SJ Hull was not in full agreement to the precept set for 2021/2022.

9. Carol Close lease agreement:

Following amendments received by D Dobson from the Fuel Allotment Trust and a further amendment to remove the rights reserved to the landlord in respect of the services, the clerk reported that she had emailed the amendments to the solicitors and await to receive the final agreement for councillors to review and agree at our next meeting in February.

10. Parish Newsletter:

After discussion it was unanimously agreed by all to postpone due to the pandemic and risk factors involved.

11: Planning Applications:

2020/2447: Tas House, 6 Norwich Rd, SHC – Demolition of modern single storey wing and replacement with two storey wing, internal and external alterations, new detached garage and parking – awaiting comments from councillors once plans had been reviewed.

2020/2268: Mangreen Quarry Ipswich Rd, Dunston – Planning application for a change of use to enable (i) the establishment and use of a facility to import and recycle waste materials, road planning's, selected construction and demolition materials and distribute recycled products off site via the existing site access, using existing ancillary facilities (weighbridge offices and messroom); (ii) the establishment and use of a highways depot to store plant, machinery, equipment and materials used in highways contracting, (including for erecting a palisade security fence, and erection and use of office and storage facilities) with access off site via the existing site access – This application will be determined by Norfolk County Council FUL/2020/0078.

2020/2342: Tas Valley House, Mill Rd, SHC – (T1) silver birch – fell (T2) rowan – fell (T3) cherry – reduce / fell (T4) conifer – fell (T5) conifer – fell.

2020/2408: Billingham, Long Lane, SHC – Erection of single storey rear extension, attached single garage, including internal and external alterations – No objections, would ask the council to check for bats.

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12. Consultees Reports on Planning Applications:

2020/1093: 103 Norwich Rd, SHX – Single storey front extension and internal alterations – Approval with conditions.

2020/1950: Keepers Cottage, Stoke Rd, Dunston – Erection of rear extension – Approval with conditions.

2020/2122: Abbots Farm, Brickle Road, SHC – Agricultural general-purpose building to store farm Implements – Prior approval not required.

13. Playing Field Committee:

In Cllr G Jinkerson's absence the clerk updated the councillors following the recent playing field meeting held on 17th December 21. The following items were highlighted;

- It was agreed to not repair the fence between Carol Close play area and the dog field opposite. It was agreed that if it is repaired it will be damaged again due to children climbing over the fence to retrieve children's playing balls.
- It was agreed that the dog fouling signs presented to the council requires further work. The following questions were raised;
 - Q1) The green background can this be a different colour i.e. yellow & black.
 - Q2) Provide clear measurements and show examples of how big the signs will be.
 - Q3) Where exactly are they to be positioned, provide a map clearly showing where the four signs will be located.
 - Q4) Should two different signs be used especially as the field is accessed by parishioners in different locations.

Councillors to submit comments within two weeks so that the signs can be amended and re-discussed at our next meeting.

14. Traffic Working Group:

Cllr SJ Hull updated councillors on traffic items. The following were highlighted;

- Pleased to report we have 12 volunteers for the Community Speed Watch group, training on hold until after lockdown.
- SAM2 recently located on Mill Road – no issues or concerns raised.
- SAM2 recently located on Norwich Road – pleased to report speeds are down.
- SAM2 is currently on Long Lane. It will then be moved to Poringland Road and there after Chandler Road.
- P Dennis had kindly offered to look at the data produced from the SAM2 data in depth and look at ways in breaking down the data to bands of 5mph speed zones.
- Mantel clock signage applied through the Parish Partnership Scheme – awaiting decision at the end of March.
- Speed signs throughout the village require cleaning, Cllr SJ Hull will get in contact with the SNC to arrange for this work to be carried out.

Cllr SJ Hull would like to thank Mr and Mrs Dennis for all their hard work and their continued efforts in helping to reduce the speeds in our village.

15. Date of the next Meeting:

The next Parish Council Meeting will be held on Thursday 11th February 2021.

16. Pursuant to section 1 Para 2 of the Public Bodies (Admissions 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 an employee matter:

The clerk updated the council on matters regarding her operation and house move.

There being no other business the Chair thanked all for attending and closed the meeting at 21:24pm.