

# STOKE HOLY CROSS PARISH COUNCIL

## Minutes of the Parish Council meeting held at St George's Hall on Thursday 24<sup>th</sup> October 2024 at 7.30pm.

Present: Cllrs G Iaccarino (Vice-chair), C Dean, G Jinkerson,  
K Nobbs, R Mouncer, D Mouncer, P Russell and P Strange.  
Parish Clerk/RFO: D Wickham.  
County Councillor: V Thomson, District Councillor: J Webber.  
G Davies (New Pavilion Working Group) and 1 member of the public.

- |   | Minute<br>Ref<br>No: |
|---|----------------------|
| 1. <b>To consider approving any apologies for absence.</b><br>Apologies were received from Cllr Collins. These were approved by the Council.  | 24/091               |
| 2. <b>To receive any declarations of interest, and requests for dispensation, on any items to be discussed.</b><br>There were none.   | 24/092               |
| 3. <b>To suspend the meeting for questions from members of the public and to receive reports from District and County Councillors.</b><br>A local resident requested that Dunston Hall Hotel be asked to cut the hedge along Stoke Road. The Parish Clerk would write to the hotel in this regard. A report from County Cllr Thomson was circulated following the meeting. A report from District Cllr Webber had been circulated prior to the meeting.   | 24/093               |
| 4. <b>To approve and sign the minutes of the Parish Council meeting held on 19<sup>th</sup> September 2024.</b><br>Having been circulated to the Council prior to the meeting, it was <b>AGREED</b> unanimously that the minutes were approved as a correct record.   | 24/094               |
| 5. <b>Finance:</b><br>5.1 Approval of the bank reconciliation and Payment of Accounts List (see below) was <b>AGREED</b> unanimously. Cllr Iaccarino confirmed that the Pre-school would pay its share of the electricity bill upon receipt of an invoice from the Council.<br><br>5.2 Cllr Iaccarino had reviewed the accounts for the second quarter of the 2024/25 financial year and reported that everything was as expected. The Clerk reported that if the Council wished to apply for a Public Works Loan Board (PWLB) loan to cover the shortfall in new hall finances, the bureaucratic application process would take around three months to navigate. Cllrs Collins, Iaccarino and the Clerk would be meeting in the next few days to investigate the Council's financial options and would report their findings to the Council. | 24/095               |
| 6. <b>To receive an update from the New Pavilion Working Group.</b><br>A report from G Davies had been circulated to the Council prior to the meeting. The new hall was almost finished, with the flooring currently being laid. A recent article published in the Eastern Daily Press and Evening News purported to include quotes from Cllr Collins, but she had not spoken to the reporter. A letter would be sent to the editor to clarify the situation.   | 24/096               |

Signed:

Date:

It was hoped that the new hall would be handed over to the Council on 8<sup>th</sup> November. The Pre-school wished to retain the temporary building for another week to allow the transfer of equipment etc. They would begin paying rent on the new building from the date they commence operations from there and had agreed a sum of £6,000 p/a payable in twelve equal instalments.

6.1 The Council **AGREED** the following:

- to submit an application to Norfolk County Council for a grant in respect of electric vehicle charging points at the new hall;
- to support an application by the Pre-school for a grant to extend the new hall;
- the schedule of hire costs for the new hall; and
- to reverse the decision to fit carpet in the small meeting room in favour of vinyl flooring to match the café area etc.

The Council decided to seek a quote for the gate to be fitted in the car park fencing once funds were available. Decisions relating to purchasing priority internal items and any PWLB application were postponed until the Council's financial liabilities were confirmed. The Council confirmed that the Clerk would not be responsible for the daily operation of the new hall and that further discussions were needed in relation to its management.

7. **Planning Applications:** 24/097
- **2024/2320** - The Old Barns, Chandler Road – Proposal: adding 1x ground floor window to match existing windows along the same wall – permitted development rights removed. The Council had no objections.
8. **To discuss the Long Lane trod footpath.** 24/098  
Following a discussion, the Council decided not to make any alterations to the grass cutting regime along the trod path at this stage. The Council does not own the land, or the hedge, and could not justify committing any further public funds to their maintenance at this time.
9. **To adopt the 2024 Health & Safety Risk Assessment.** 24/099  
The Council unanimously **AGREED** to adopt this document.
10. **To agree the 2025 Parish Council meeting dates.** 24/100  
The Council **AGREED** to hold nine meetings in 2025, with no meetings planned for February, August or December. The dates of the meetings would be confirmed at the next meeting.
11. **To receive an update from the Wildflower Meadow and Playing Field Working Groups.** 24/101  
A report from the Wildflower Meadow Working Group had been circulated to the Council prior to the meeting.  
The Clerk reported that the land transfer documents had been sent to the Council's solicitor by the solicitor for the developer in the past two weeks, so it was hoped progress could be made imminently.
12. **To discuss the strip of land behind Long Lane currently owned by Ingrams Homes.** 24/102  
The Council **AGREED** that a letter should be sent to the owners of 15 Long Lane, to advise them that the land at the end of their garden did not form part of their curtilage, and this should be made clear to any prospective purchaser.

Signed:

Date:

13. **To confirm the date of the next Parish Council meeting.**  
The Council **AGREED** the next meeting date as Wednesday  
27<sup>th</sup> November 2024.

24/103

The meeting ended at 9.30pm

Draft

Signed:

Date:

Stoke Holy Cross Parish Council

Payments Approved at the Meeting Held on 24th October 2024

Date	Payee	Description	Net	VAT	Gross
25/10/24	D Wickham	July - September Expenses	£78.00		£78.00
25/10/24	Draper & Nichols	Electricity Bill	£2,918.99	£583.80	£3,502.79
25/10/24	Draper & Nichols	Construction Costs	£77,786.12	£15,557.22	£93,343.34
25/10/24	NPTS	Induction Training	£104.00		£104.00
25/10/24	Anglo Scottish Equipment	Container Hire	£68.57	£13.71	£82.28
25/10/24	D Jones	Meadow Expenses	£58.33	£11.67	£70.00
25/10/24	S Collins	Expenses	£9.88		£9.88
25/10/24	Ribbonsdale Nurseries	Grounds Maintenance	£765.00	£153.00	£918.00
25/10/24	C Bussey	Noticeboard Headers	£150.00	£30.00	£180.00
28/10/24	S Himpleman	October Cleaning	£99.67		£99.67
28/10/24	A Wenn	October Caretaker	£159.53		£159.53
28/10/24	D Wickham	October Salary	£846.78		£846.78
28/10/24	Nest	October Pension	£84.76		£84.76
17/11/24	HMRC	October PAYE & NI	£294.13		£294.13
		<b>Total</b>	<b>£83,423.76</b>	<b>£16,349.40</b>	<b>£99,773.16</b>

Signed:

Date: