

STOKE HOLY CROSS PARISH COUNCIL

Minutes of the Parish Council meeting held at St George's Hall on Wednesday 28th February 2024 at 7.30pm.

Present: Cllrs S Collins (Chair), G Iaccarino (Vice-chair), SJ Hull,
G Jinkerson, R Mouncer and D Mouncer.
Parish Clerk/RFO: D Wickham.
County Councillor: V Thomson, District Councillors: I Spratt and B McClenning.
G Davies and C Bussey (New Pavilion Working Group) and no members of the
public.

- | | Minute
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| 1. To consider approving any apologies for absence.
Apologies were received from Cllrs Dean, Nobbs and S Hull and duly
approved. | 24/013 |
| 2. To receive any declarations of interest, and requests for dispensation,
on any items to be discussed.
There were none. | 24/014 |
| 3. To suspend the meeting for questions from members of the public, and
to receive reports from District and County Councillors.
A report from County Cllr Thomson had been circulated prior to the meeting.
First Bus had been invited to send a representative to tonight's meeting but
had not responded to the invitation. It was hoped they would attend the next
SSG meeting. Cllr Thomson requested any complaints about the First Bus
service be emailed to him ASAP to enable Norfolk County Council to report
the issue to the service provider immediately.
A report from the District Councillors had been circulated prior to the meeting.
Cllr Spratt reported that the three District Councillors were now working
collaboratively to avoid duplication of work. A members' grant of £1,500 had
been awarded to the Parish Council for the purchase of kitchen equipment. | 24/015 |
| 4. To approve and sign the minutes of the Parish Council meeting held on
18th January 2024.
Having been circulated to the Council prior to the meeting, it was AGREED
unanimously that the minutes were approved as a correct record. | 24/016 |
| 5. Finance:
5.1 Approval of the bank reconciliation and Payment of Accounts List (see
below) was AGREED unanimously. Cllr Iaccarino confirmed that he now has
online access to the Barclays bank account.

5.2 Approval of the 2024 Asset Register was proposed by Cllr Jinkerson,
seconded by Cllr Iaccarino and AGREED unanimously. | 24/017 |

Signed:

Date:

6. **To receive an update from the New Pavilion Working Group and Sub-Groups.** 24/018
 A report from G Davies had been circulated prior to the meeting. Monthly meetings with Draper & Nichols and Chaplin Farrant were now taking place and progress reports were being issued. The budget for the construction of the new pavilion was unchanged but solar panels and air conditioning were not included in the price. The website for the new hall was currently under construction thanks to Cllr Dean.
- 6.1 The Council **AGREED** to accept the quote of £16,748.50 + VAT for the revisions to the kitchen layout that had been agreed previously. However, the working group would try to reduce this quote at its meeting with Draper & Nichols and Chaplin Farrant tomorrow, if possible.
 The Council **AGREED** by a majority that the new building should be called the 'Community Hall' once completed.
7. **Planning Applications:** 24/019
- **2024/0243** - Land North Of Stoke Lane Dunston Norfolk: Secondary access to battery energy storage system granted planning permission under 2021/2645.
 - **2024/0340** - 12 Colman Avenue: Demolition of single storey extension and erection of 2 storey side extension with pitched roof.
There were no comments in relation to the above applications.
8. **To receive the outcomes of any recent planning decisions made by SNC.** 24/020
- **2023/3137** – The End House The Common Dunston: Raise the roof over the garage and add 2 windows. Decision : Approval with Conditions (Delegated).
 - **2023/3190** - The End House The Common Dunston: Install a small green GRP kiosk to house the power supply to left of driveway with a concrete base and raise the roof over the garage and add 2 windows. Decision : Approval with Conditions (Delegated).
9. **To adopt the 2024 Complaints Policy and Lone Working Policy.** 24/021
 The Council unanimously **AGREED** to adopt these two documents.
10. **To receive a report from the SSG meeting held on 22nd January 2024** 24/022
 This item was adjourned to the next Parish Council meeting.
11. **To appoint an Internal Auditor for the 2023/24 financial year.** 24/023
 The Council **AGREED** to appoint R Goreham again.
12. **To consider a grant request from the Parochial Church Council (PCC).** 24/024
 Following a brief discussion the Council **AGREED** to donate £500 to the PCC for the 2023/24 financial year and a further £500 for the 2024/25 financial year. A one-off donation of £150 would also be made to St George's Dementia Support Group in relation to the Dementia Café.
13. **To receive an update from the Wildflower Meadow and Playing Field Working Groups.** 24/025
 A report from the Wildflower Meadow Working Group had been circulated to the Council prior to the meeting.

Signed:

Date:

13.1 The Council **AGREED** to ask Ribbonsdale Nurseries to remove one tree which was leaning precariously. It would also request a quote for the cutting of the trees adjacent to the playing field.

14. **To confirm the date of the next Parish Council meeting.**

24/026

The Council **AGREED** the next meeting date as Thursday 11th April 2024 in St George's Hall.

The meeting ended at 9.25pm

Draft

Signed:

Date:

Stoke Holy Cross Parish Council

Payments Approved at the Meeting Held on 28th February 2024:

Date	Payee	Description	Net	VAT	Gross
12/02/24	Draper & Nichols	Construction Costs	£54,903.09	£10,980.62	£65,883.71
29/02/24	D Wickham	January Expenses	£170.38	£27.67	£198.05
29/02/24	Wave	Water Rates	£119.04	£23.82	£142.86
29/02/24	Ribbonsdale Nurseries	Emergency Tree Felling	£550.00	£110.00	£660.00
29/02/24	Anglo Scottish Equip.	Container Hire	£70.86	£14.17	£85.03
29/02/24	Chaplin Farrant	Employers Agent Services	£1,749.12	£349.82	£2,098.94
29/02/24	Stoke Holy Cross PCC	St George's Hall Hire	£100.00		£100.00
29/02/24	South Norfolk Council	Garden Waste Bins Fee	£134.00		£134.00
29/04/24	D Jones	Expenses (Meadow)	£27.28	£5.45	£32.73
29/04/24	Ribbonsdale Nurseries	Hedge Cutting	£400.00	£80.00	£480.00
29/04/24	M Beckett	Handyman Services	£761.31	£8.91	£770.22
29/04/24	St George's Dementia Support Parochial Church Council	Donation	£150.00		£150.00
14/03/24	Council	Donation	£500.00		£500.00
28/03/24	S Himpleman	March Cleaning	£99.67		£99.67
28/03/24	D Wickham	March Salary	£832.90		£832.90
28/03/24	Nest	March Pension	£83.30		£83.30
02/04/24	Gallagher Insurance	Insurance	£1,673.65		£1,673.65
02/04/24	Chaplin Farrant	Employers Agent Services	£1,749.12	£349.82	£2,098.94
17/04/24	HMRC	March PAYE & NI	£247.49		£247.49
		Total	£64,321.21	£11,950.28	£76,271.49

Signed:

Date: