

# STOKE HOLY CROSS PARISH COUNCIL

## Minutes of the Parish Council meeting held at The Pavilion on Thursday 19<sup>th</sup> October 2023 at 7.30pm.

Present: Cllrs S Collins (Chair), G Iaccarino (Vice-chair), SJ Hull, S Hull,  
G Jinkerson, K Nobbs, R Mouncer and D Mouncer.  
Parish Clerk/RFO: D Wickham.  
County Councillor: V Thomson, District Councillor: J Webber.  
C Bussey (New Pavilion Working Group) and 6 members of the public.

- |  | Minute<br>Ref<br>No: |
|--|----------------------|
| 1. <b>To consider approving any apologies for absence.</b><br>There were none.   | 23/113               |
| 2. <b>To receive any declarations of interest, and requests for dispensation,<br/>on any items to be discussed.</b><br>There were none.  | 23/114               |
| 3. <b>To suspend the meeting for questions from members of the public, a<br/>broadband network presentation from Gigaclear, and to receive reports<br/>from District and County Councillors.</b><br>A representative from Gigaclear outlined their fibre broadband service, which<br>was due to commence in early 2024, and would provide free installation in<br>villages and competitive package pricing.<br>A report from County Cllr Thomson had been circulated prior to the meeting.<br>Norfolk County Council (NCC) was working with the Busseys Community Tree<br>Grant to help local communities plant new trees. Further details are available<br>on the NCC website.<br>A report from District Cllr Webber had been circulated prior to the meeting.<br>Homelessness was on the increase and South Norfolk Council (SNC) was<br>working on its prevention and resolution. Any enquiries should be forwarded to<br>the SNC Help Hub. C Bussey reported that grants were also available from the<br>Fuel Allotment charity. | 23/115               |
| 4. <b>To approve and sign the minutes of the Parish Council meeting held on<br/>6<sup>th</sup> September 2023.</b><br>Having been circulated to the Council prior to the meeting, it was <b>AGREED</b><br>unanimously that the minutes were approved as a correct record.  | 23/116               |
| 5. <b>Finance:</b><br>5.1 Approval of the bank reconciliation and Payment of Accounts List (see<br>below) was <b>AGREED</b> unanimously.<br><br>5.2 Cllr Iaccarino had reviewed the accounts for the second quarter of the<br>2023/24 financial year and reported that everything was as expected.   | 23/117               |

Signed:



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6. **To receive an update from the New Pavilion Working Group.** 23/118  
C Bussey reported that the existing pavilion would not be demolished until January 2024, after the temporary building had been installed. Cllr Jinkerson noted that the Council had previously decided that the new pavilion should be run by the Council, and not as a separate charity venture, and she was therefore looking to contact other Councils who run their village halls for advice. Cllr Iaccarino offered to put Cllr Jinkerson in contact with Strumpshaw Parish Council in this regard. Cllr Collins reported that the Allotment Association would need a water supply from March 2024 onwards.
- 6.1 The Council **AGREED** that, of the three temporary building options offered, the mid-sized option was the most suitable for purpose and this would be ordered by the contractors.  
The Council **AGREED** the signing of the final draft of the South Norfolk Council Co-Investment Grant Fund agreement.  
The Council **AGREED** the signing of the Draper & Nicolls construction contract, subject to the Council's solicitors' review and any final amendments.
7. **Planning Applications:** 23/119
- **2023/2940** - 65 Norwich Road: Proposed loft conversion with dormer windows and roof window to front elevation.  
The Council had no objections.
  - **2023/2657** - Malt Kiln Cottage Norwich Road: Installation of a ground mounted 120 solar panel array.  
The Council had no objections.
  - **2023/2967** - Stoke Holy Cross Fish And Chips, Mill Road: New kitchen canopy installation & ducting at rear to facilitate Chinese takeaway operation.  
Following a lengthy discussion including District Cllr Webber and members of the public, the Council was concerned about the impact of cooking smells, the view of the proposed duct and parking issues. It would have no objections if these issues could be resolved.
8. **To receive the outcomes of any recent planning decisions made by SNC.** 23/120
- **2023/0617** - Land North Of Hickling Lane: Construction and operation of a battery storage facility, underground cabling, fencing, drainage infrastructure, landscape planting and site access road on land to the north of Hickling Lane and up towards the Norwich National Grid Substation. Decision : Approval with Conditions (Development Management Committee).
  - **2023/1611** - 5 Wensum Road: Change of use of recently purchased land to rear of 5 Wensum Road to residential curtilage (RETROSPECTIVE). Decision : Approval with Conditions (Delegated)
  - **2023/1612** - 7 Wensum Road: Change of use of recently purchased land to rear of 7 Wensum Road to residential curtilage (RETROSPECTIVE). Decision : Approval with Conditions (Delegated)
  - **2023/1616** - 1 Wensum Road: Change of use of recently purchased land to rear of 1 Wensum Road to residential curtilage (RETROSPECTIVE). Decision : Approval with Conditions (Delegated)
9. **To adopt the 2023 Equality Policy and Health & Safety Risk Assessment.** 23/121  
The Council unanimously **AGREED** to adopt these two documents.

Signed:



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10. **To co-opt a Parish Councillor.** 23/122  
This item was adjourned to the next meeting to allow a prospective applicant to complete an application form for the Council's perusal.
11. **To set the 2024 Parish Council meeting dates.** 23/123  
The Council **AGREED** the following meeting dates for 2024:  
Thursday 18<sup>th</sup> January  
Wednesday 28<sup>th</sup> February  
Thursday 11<sup>th</sup> April  
Thursday 16<sup>th</sup> May (Annual Parish Council Meeting)  
Thursday 20<sup>th</sup> June  
Thursday 18<sup>th</sup> July  
Thursday 19<sup>th</sup> September  
Thursday 24<sup>th</sup> October  
Wednesday 27<sup>th</sup> November.
12. **To receive an update from the Wildflower Meadow and Playing Field Working Groups.** 23/124  
A report from the Wildflower Meadow Working Group had been circulated to the Council prior to the meeting.  
12.1 The Council **AGREED** the wording of a letter to the Geoffrey Watling Trust regarding how their grant to the Council had been spent on the meadow. The Council **AGREED** to have the grass on the mound cut twice-yearly and to request a quote to cut the path around the meadow.
13. **To confirm the date of the next Parish Council meeting.** 23/125  
The Council **AGREED** the next meeting date as Thursday 30<sup>th</sup> November 2023.

The meeting ended at 9.55pm

Signed:



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Payments Approved at the Meeting Held on 19<sup>th</sup> October 2023:

Date	Payee	Description	Net	VAT	Gross
19/10/23	M Beckett	Handyman Invoice 029	£675.00		£675.00
19/10/23	D Wickham	September Expenses	£34.80		£34.80
19/10/23	Ribbonsdale Nurseries	Groundworks	£605.00	£121.00	£726.00
19/10/23	Chaplin Farrant	Employers Agent Services	£1,992.38	£398.48	£2,390.86
19/10/23	Community Heartbeat	Defibrillator Pads	£56.95	£11.39	£68.34
24/10/23	AF Affinity	Electricity	£116.60	£23.32	£139.92
28/10/23	S Himpleman	October Cleaning	£99.67		£99.67
28/10/23	D Wickham	October Salary	£781.10		£781.10
28/10/23	Nest	October Pension	£78.10		£78.10
17/11/23	HMRC	October PAYE and NI	£225.32		£225.32
28/11/23	S Himpleman	November Cleaning	£99.67		£99.67
28/11/23	D Wickham	November Salary	£781.10		£781.10
28/11/23	Nest	November Pension	£78.10		£78.10
17/12/23	HMRC	November PAYE and NI	£225.32		£225.32

Total £5,849.11 £554.19 £6,403.30

Signed:



Date:

30/11/23