

STOKE HOLY CROSS PARISH COUNCIL

Minutes of the Parish Council meeting held at The Pavilion on Wednesday 6th September 2023 at 7.30pm.

- Present: Cllrs S Collins (Chair), G Iaccarino (Vice-chair), SJ Hull, S Hull,
K Nobbs, R Mouncer and D Mouncer.
Parish Clerk/RFO: D Wickham.
County Cllr V Thomson and District Councillor J Webber.
Michael Beckett (Caretaker) G Davies, C Bussey (New Pavilion Working
Group) and 5 members of the public.
- | | Minute
Ref
No: |
|---|----------------------|
| 1. To consider approving any apologies for absence.
Apologies were received from Cllr G Jinkerson and duly approved. | 23/100 |
| 2. To receive any declarations of interest, and requests for dispensation,
on any items to be discussed.
There were none. | 23/101 |
| 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.
A report from District Cllr Webber had been circulated prior to the meeting. | 23/102 |
| 4. To approve and sign the minutes of the Parish Council meeting held on
26th July 2023.
Having been circulated to the Council prior to the meeting, it was AGREED
unanimously that the minutes were approved as a correct record. | 23/103 |
| 5. Finance:
5.1 Approval of the bank reconciliation and Payment of Accounts List (see
below) was AGREED unanimously.

5.2 Cllr Iaccarino reported that 34% of the budget had been spent so far this
financial year and that there were no unexpected cost increases. Expenditure
against budget was on track and there were no current fiscal concerns. | 23/104 |
| 6. To receive an update from the New Pavilion Working Group.
G Davies reported that there had been a lengthy meeting between Chaplin
Farrant and the New Pavilion Working Group to discuss the Contractors
Proposals. The Council AGREED to accept the Working Group's
recommendations in this regard. It was hoped that the contingency budget
would be sufficient to cover the cost of the kitchen, porch and air conditioning,
but this would not be known until further into the building process. The
deadline to sign the construction contract with Draper & Nichols was the first
week of November, but it was hoped this could be done in mid-October.
Cllr Collins proposed weekly Working Group meetings during this phase of the
project, perhaps being held via Teams. This proposal was AGREED
unanimously. | 23/105 |

Signed:



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It was reported that a high voltage cable had been discovered under the pavilion car park that would require the location of the new pavilion to be moved in order to avoid it. This would necessitate the demolition of the existing pavilion before the construction of the new one could commence. Draper & Nichols would source a temporary building to be used by the Pre-School and other users in the interim period. The Council **AGREED** to this course of action unanimously.

7. **Planning Applications:** 23/106
- **2023/2186** Removal/Variation of Condition - The Pavilion Long Lane: Variation of 2019/0788 - Increased storeroom size to the north of the building and removal of Velux windows.
 - **2023/2201** - Tagus Farm Long Lane: Installation of ground mounted solar panel array.
 - **2023/2294** - Quarry Ipswich Road Dunston: Continued use of land for recycling and highways depot without compliance with condition 2 (timescales) of permission reference FUL/2020/0078 to enable continuation of use until 30 June 2033 and restoration by 31 December 2033. THIS APPLICATION WILL BE DETERMINED BY NORFOLK COUNTY COUNCIL - FUL/2023/0027.
 - **2022/1068** - Land adjacent to 16 Mill Green: New two storey dwelling.
 - **2023/2657** - Malt Kiln Cottage Norwich Road: Installation of a ground mounted 120 solar panel array.
- There were no objections to the above planning applications.
8. **To receive the outcomes of any recent planning decisions made by SNC.** 23/107
- **2023/2005** - 68 Poringland Road: Demolition of existing conservatory and porch and erection of a single storey rear extension. Decision : Approval with Conditions (Delegated)
9. **To consider arrangements for delegation to the Clerk under Section 101 Local Government Act 1972.** 23/108
- Cllr Collins proposed delegating to the Clerk the authority to respond to third party requests requiring decisions in relation to the new pavilion project, after consulting with the Councillors. This was seconded by Cllr Nobbs and **AGREED** unanimously.
10. **To agree to enter into the following new pavilion contracts:** 23/109
- **Anglian Water sewer diversion.** This contract is no longer required.
 - **South Norfolk Council co-investment funding agreement.** The Council **AGREED** to enter into this contract, subject to any mutually acceptable amendments.
 - **Draper & Nichols construction contract.** The Council **AGREED** to enter into this contract, subject to any mutually acceptable amendments.
11. **To receive an update from the Wildflower Meadow and Playing Field Working Groups.** 23/110
- A report had been circulated prior to the meeting.
- 11.1 To consider any financial decisions requiring Parish Council approval.**
- There were none.

Signed:



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12. **To discuss the status of the strip of amenity land between Long Lane and Harold Place.** 23/111
Cllr Collins proposed a written notification be hand-delivered to the households in question, highlighting the fact that the Parish Council owns the strip of land, and that it cannot be sold. This was seconded by Cllr S Hull and **AGREED** unanimously.
13. **To confirm the date of the next Parish Council meeting as Thursday 19th October 2023 at The Pavilion.** 23/112
This was **AGREED** unanimously.

The meeting ended at 9.05pm

Signed:



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Stoke Holy Cross Parish Council

Payments Approved at the Meeting Held on 6th September 2023

Date	Payee	Description	Net	VAT	Gross
06/09/23	M Beckett	Handyman Invoice 028	£1,306.50	£7.50	£1,314.00
06/09/23	D Wickham	July & August Expenses	£64.40		£64.40
06/09/23	D Jones	Expenses (Meadow)	£131.43	£15.42	£146.85
06/09/23	Wave	Water Rates	£135.06	£27.03	£162.09
06/09/23	South Norfolk Council	Dog Bins 2023-24	£1,114.83	£222.97	£1,337.80
06/09/23	NGF Play	Zip Wire Repairs	£131.00	£26.20	£157.20
06/09/23	Ribbonsdale Nurseries	Groundworks	£535.00	£107.00	£642.00
06/09/23	Ribbonsdale Nurseries	Groundworks	£935.00	£187.00	£1,122.00
06/09/23	PKF Littlejohn	External Audit	£315.00	£63.00	£378.00
06/09/23	Chaplin Farrant	Employers Agent Services	£1,992.38	£398.48	£2,390.86
24/09/23	AF Affinity	Electricity	£167.76	£9.58	£177.34
28/09/23	S Himpleman	September Cleaning	£99.67		£99.67
28/09/23	D Wickham	September Salary*	£891.68		£891.68
28/09/23	Nest	September Pension	£90.12		£90.12
17/10/23	HMRC	September PAYE and NI	£285.67		£285.67

Total £8,195.50 £1,064.18 £9,259.68

* Includes 10 hours overtime (August)

Signed:



Date:

19/10/23