

# STOKE HOLY CROSS PARISH COUNCIL

## Minutes of the ordinary meeting held at The Pavilion on Thursday 28<sup>th</sup> July 2022 at 7.30pm.

Present: Cllr S Collins (Chair), Cllrs C Bussey (Vice-chair), S Hull, SJ Hull  
and G Jinkerson.  
Parish Clerk/RFO: A Rose and D Wickham.  
District Councillors: I Spratt and G Francis.  
Michael Beckett (Caretaker) and 1 member of the public

- |   | Minute<br>Ref<br>No: |
|---|----------------------|
| 1. <b>To consider approving apologies for absence.</b><br>Apologies were received from Cllrs G Iaccarino, D Thomas and District Cllr Legg and duly approved.  | 22/001               |
| 2. <b>To receive declarations of interest and to consider any dispensation requests, not already lodged with the Monitoring Officer, on any items to be discussed.</b><br>None were received.   | 22/002               |
| 3. <b>To close the meeting for questions from members of the public and to receive reports from District and County Councillors.</b><br>A member of the public raised the issue of missing lorry/weight restriction signs at Stoke Road and Mill Road.<br>County Cllr Thomson had previously circulated his report to the Council (see website).<br>District Cllr Spratt reported that South Norfolk Council was actively opposed to the National Grid pylon proposals, favouring an undersea option. The move to the Horizon Building was progressing and it was hoped to be completed by the end of the year. He was not aware of any proposal to reduce staffing levels and confirmed the two councils were integrating.<br>District Cllr Francis added that it was hoped staff would split working hours between home and office. | 22/003               |
| 4. <b>To approve and sign the minutes of the ordinary Parish Council meeting held on 23<sup>rd</sup> June 2022.</b><br>Having been circulated to the council prior to the meeting, it was proposed by Cllr Bussey, seconded by Cllr s Hull, and <b>AGREED</b> by all that the minutes were approved as a correct record.  | 22/004               |
| 5. <b>Finance</b><br>5.1 Approval of the payment of accounts list (see annex) was proposed by Cllr Jinkerson, seconded by Cllr S Hull, and <b>AGREED</b> unanimously.   | 22/005               |

Signed:



Date: 20/10/22

5.2 Having been circulated to the Council prior to the meeting, a summary of the Council's finances for the first quarter was approved: proposed by Cllr SJ Hull, seconded by Cllr Bussey and **AGREED** unanimously.

5.3 In the absence of Cllr Iaccarino the Financial Controller's report was deferred until the next meeting.

6. **To receive an update from the New Pavilion Working Group** 22/006  
Cllr Bussey reported that Cllr SJ Hull was doing an excellent job applying for funding for the new pavilion and that there were three funding applications currently in the running. The vast majority of returned surveys were in favour of the new pavilion, with many requesting a footpath to Upper Stoke. Cllr Bussey will speak to the builder, John Ingram, next week to ascertain the current position. Cllr Iaccarino will analyse the results of the survey when he returns from his holiday. Cllr Collins thanked all of those who distributed and collected the surveys during the heatwave.
7. **Planning Applications** 22/007
- 2022/1125 – 2 Mill Green: single storey side extension – no objection.
  - 2022/1129 – 112 Norwich Road: single-storey rear extension and first floor side extension above garage – no objection.
  - 2022/1068 – 16 Mill Green: new two-storey dwelling – recommend refusal.
8. **To receive consultees reports on any recent planning decisions made by SNC** 22/008  
There were none.
9. **To receive a report from the Clerk including progress on items from the last meeting not on the agenda** 22/009  
No update has been received from the Council's solicitor yet in relation to the land -transfer. Cllr Bussey will speak to John Ingram for an update, A resident has requested the dog bin inside the bus shelter at the bottom of Long Lane be moved outside the shelter. It was **AGREED** that a new bin and dog bin should be purchased and sited together outside the shelter. Cllr SJ Hull will be responsible for the two older defibrillators registered with Community Heartbeat. Cllr Collins will be responsible for the one registered with The Circuit.  
The pre-school will close on Tuesdays from September to December due to the lack of children.  
Michael Beckett (Caretaker) suggested refreshing the toilets at the pavilion with fresh paint and tiled splashbacks. This suggestion was **AGREED** unanimously.
10. **To receive an update from the Wildflower Meadow Working Group and Playing Field Committee** 22/010  
Reports had been circulated to the Council prior to the meeting. Cllr Jinkerson reported that a number of verges were not being cut to 1.2 metres width. The committee will arrange a meeting with CGM. A leaning tree (number 603) near the recycling bins in the pavilion car park appears to have died and needs to be cut down and removed. The Clerk was asked to obtain a quote.

Signed:



Date: 20/10/22

It was agreed that the Playing Field Committee membership needs to be reviewed. Cllr Collins thanked Cllr Jinkerson for her hard work on the Jubilee Meadow.

- 11 **To confirm the date of the next Parish Council meeting as 8<sup>th</sup> September 2022 at 7.30pm.** 22/011  
This was **AGREED** unanimously.

The Council thanked Anita Rose for her contribution to the Council's business during her tenure as Parish Clerk and wished her well in her future endeavours.

The meeting ended at 8.40pm

Signed: 20/10/22

Date: 

**EXPENDITURE THIS MONTH:**

PAY TYPE	PAYEE	DESCRIPTION	ACTUAL AMOUNT	VAT	PAYE
BACS	S COLLINS	EXPENSES PJE (AP)	18.06		
BACS	S COLLINS	EXPENSES PJE (AP)	102.85		
SO	A ROSE	CLERK'S SALARY (JUNE) (AP)	838.72		
BACS	HMRC	TAX AND NI (06 JUNE-05 JULY)			69.47
DD	AF AFFINITY	ELECTRICITY	377.27	21.56	
DD	AF AFFINITY	ELECTRICITY	-451.03	-25.77	
BACS	SHC PCC	CHURCH GRANT (AP)	500		
BACS	MARYANNA LINGI	PAVILION CLEANING JUNE (AP)	108		
BACS	PREMIER PRINT UK	PARISH SURVEY LEAFLETS	100		
BACS	A ROSE	ADDITIONAL SALARY OWED JUNE	3		
BACS	CGM	GRASS MAINTENANCE	389.68	77.95	
BACS	VIKING	STATIONERY	189.77	37.95	
BACS	HIGH ASH FARM	YELLOW RATTLE SEEDS	220	44	
BACS	MICHAEL BECKETT	HANDYMAN 20/6 AND 27/6	108		
BACS	WAVE	WATER FEB 21 – MAY 22	350.82	74.08	
DD	NEST	JUNE PENSION	89.11		
BACS	MATTISHALL PC	VOICE RECORDER	50.83		
BACS	A ROSE	SALARY JULY (ADD 9.7 HOL OWED)	957.14		
BACS	D WICKHAM	SALARY JULY	701.00		
BACS	S HIMPLEMAN	CLEANING JULY	99.67		
BACS	HMRC	TAX AND NI (JULY)			300.04
BACS	A ROSE	WAH ALLOWANCE	13.00		
BACS	D WICKHAM	WAH ALLOWANCE	26.00		
DD	NEST	A ROSE PENSION JULY	102.41		
BACS	ST GEORGE'S HALL	HALL HIRE 28.07.22	25.00		
<b>TOTAL £</b>			<b>4919.30</b>	<b>229.77</b>	<b>369.51</b>

**RECEIPTS THIS MONTH:**

Date	Account	Received From	Amount
29/6/22	BARCLAYS	SHX PRE-SCHOOL RENT	453.90
21/6.22	"	BAND PRACTICE HALL HIRE	15
21/6/22	"	BAND PRACTICE HALL HIRE	15
23/6/22	"	ELECTRIC METER	38
30/3/22	"	BAND PRACTICE HALL HIRE	15
5/7/22	"	BAND PRACTICE HALL HIRE	15
<b>TOTAL £</b>			<b>551.90</b>

Signed:



Date: 20/10/22

**RESPONSIBLE FINANCE OFFICER REPORT:**

Details		CREDIT	DEBIT	
Cash Book Balance Brought Forward (Community Account)	A	81,945.75		
Receipts this month (Community Account) listed above):	B	551.90		
Payments this month (listed above):	C		5518.58	
<b>Cash Book Balance Carried Forward (=A+B-C)</b>				<b>76,979.07</b>
<b>Community Account Balance</b>				
<b>Business Saver Account Balance Interest</b>				<b>134,567.22</b>

**ALLOCATED FUNDS:**

Details	S106	CIL	TOTAL
New Pavilion	148,381.73	132,772.31	281,154.04
Play Equipment – If cannot be allocated to Pavilion	80,878.57		80,878.57
<b>(Amount will gain Interest (Updated 13/05/21) TOTAL £</b>			<b>362,032.61</b>

Signed:



Date: 20/10/22