

# STOKE HOLY CROSS PARISH COUNCIL

## Minutes of the Parish Council meeting held at The Community Hall on Thursday 24<sup>th</sup> April 2025 at 7.30pm.

Present: Cllrs S Collins (Chair), C Dean, G Jinkerson,  
K Nobbs, P Russell and P Strange.  
Parish Clerk/RFO: D Wickham.  
County Councillor: V Thomson, District Councillor: J Webber.  
R Coleman (Community First Responder) and 2 members of the public.

- |  | Minute<br>Ref<br>No: |
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| 1. <b>To consider approving any apologies for absence.</b><br>Apologies were received from Cllrs C Iaccarino, R Mouncer and D Mouncer.<br>These were approved by the Council.  | 25/025               |
| 2. <b>To receive any declarations of interest, and requests for dispensation, on any items to be discussed.</b><br>Cllr Dean declared an interest in item 5.1 (payment of expenses) and Cllr Collins declared an interest in item 6 (employment of cleaner).   | 25/026               |
| 3. <b>To suspend the meeting for questions from members of the public, an overview of the Poringland First Responder (CFR) group, and any reports from District and County Councillors.</b><br>A report from District Cllr Webber had been circulated prior to the meeting. The bus stop post outside The Wildebeest would be moved away from the middle of the pavement to avoid obstruction. The recent flooding near The Mill was caused by a blockage, Anglian Water had confirmed. Remedial action had been taken to avoid the issue recurring.<br><br>County Cllr Thomson reported that the Fire Service was concerned about the possibility of wildfires due to the prolonged period of dry weather recently. Local residents were urged to take extra care to avoid starting fires. The County Council was taking advantage of the dry weather by resurfacing damaged road surfaces. Two surveys seeking views on council devolution were currently live and members of the public were urged to participate.<br><br>R Coleman (Poringland CFR Team Leader) explained the vital voluntary role and how it benefits patients while awaiting the arrival of ambulance crews. New volunteers were always welcome – around 20 hours per month were required and the times were flexible. | 25/027               |
| 4. <b>To approve and sign the minutes of the Parish Council meeting held on 27<sup>th</sup> March 2025.</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.  | 25/028               |

Signed:

Date:

5. **Finance:** 25/029
- 5.1 Approval of the bank reconciliation and Payment of Accounts List (see below) was **AGREED** unanimously.
- 5.2 The Internal Control Officer's report for Quarter 4 was adjourned until the next meeting in the absence of Cllr Iaccarino.
6. **To receive an update from the Community Hall Working Group (CHWG).** 25/030
- Cllr Jinkerson outlined quotes she had received from two cleaning contractors. Questions were raised over the minimum number of hours required per week and the minimum contract term. Cllr Jinkerson would investigate these issues. The Clerk noted that the budget the Council had recently set for the 2025-26 financial year only covered the expense of the existing cleaner's 3 hours per week contract. Any additional cleaning hours awarded to a cleaning contractor would need to be funded from elsewhere in the budget. The electric vehicle and disabled bays in the Community Hall car park needed to be painted as a matter of urgency. This was being arranged by Cllr Iaccarino – Cllr Collins would liaise with him in this regard.
- 6.1 The Council **AGREED** that the CHWG would attempt to manufacture some sound boards to assist noise reduction in the hall before considering purchasing far more expensive purpose-made alternatives. The manufacturing cost was estimated to be £200.00.
7. **To receive an update from the Planning Committee re: any Planning Application(s).** 25/031
- Cllr Nobbs reported that application 2022/0698 51 Broomfield Road had been approved by South Norfolk Council.
8. **To discuss any future plans relating to footpaths in the village.** 25/032
- Cllr Jinkerson reported that a group of local volunteers had met recently to discuss this issue, and an action plan would be forthcoming. The relocation of a footpath along the railway line at the EDF battery storage site was being sought and District Cllr Webber would contact the Planning Department in this regard.
9. **To adopt the 2025 Freedom of Information Policy, Data Protection Policy, Risk Management Policy, Grant Awarding Policy and Information Audit.** 25/033
- The Council unanimously **AGREED** to adopt these five documents.
10. **To receive a report from Cllr Russell on the Community Speed Watch Scheme.** 25/034
- Cllr Russell reported that he had recruited four new volunteers to the scheme but volunteers from Upper Stoke were desperately needed, as this was where speeding was at its worst. Traffic through the village had increased due to the current roadworks on the A140.
11. **To receive an update from the Wildflower Meadow and Playing Field Working Groups.** 25/035
- Cllr Jinkerson reported that the Playing Field Working Group was focusing on fundraising and a group of local parents were embarking on a sponsored walk. A play equipment company was conducting a survey of the play areas and advising on funding opportunities.

Signed:

Date:

12. **To receive an update from Cllr Strange in relation to the Norfolk devolution proposals.** 25/036

Cllr Strange had attended a recent Town and Parish Forum meeting where the proposals for the devolution of councils in Norfolk and Suffolk were discussed. There were currently three models being promoted by different factions – one two or three unitary authorities for Norfolk – and there was no consensus. The proposal at present was to submit the three options to the Government by September and allow it to decide the matter.

13. **To confirm the date of the Annual Parish Council Meeting.** 25/037  
The Council **AGREED** the meeting date as Wednesday 21<sup>st</sup> May 2025.

The meeting ended at 9.45pm

Signed:

Date:

Payments Approved at the Meeting Held on 24th April 2025

Date	Payee	Description	Net	VAT	Gross
25/04/25	D Wickham	March Expenses	£29.80		£29.80
25/04/25	C Dean	Expenses	£204.00	£40.80	£244.80
25/04/25	E-on (DD)	Electricity	£526.94	£105.39	£632.33
25/04/25	Ribbonsdale Nurseries	Grounds Maintenance	£779.28	£155.85	£935.13
25/04/25	D Jones	Meadow Expenses	£15.78		£15.78
25/04/25	HMRC	VAT	£356.09		£356.09
28/04/25	S Himpleman	April Cleaning	£149.50		£149.50
28/04/25	A Wenn	April Caretaker	£169.44		£169.44
28/04/25	D Wickham	April Salary	£876.25		£876.25
28/04/25	Nest (DD)	April Pension	£88.04		£88.04
17/05/25	HMRC	April PAYE & NI	£368.92		£368.92
Total			£3,564.04	£302.04	£3,866.08

Signed:

Date: