

STOKE HOLY CROSS PARISH COUNCIL

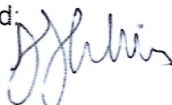
Minutes of the Parish Council meeting held at The Pavilion on Thursday 30th November 2023 at 7.30pm.

Present: Cllrs S Collins (Chair), G Iaccarino (Vice-chair), SJ Hull, S Hull,
G Jinkerson, K Nobbs, R Mouncer, D Mouncer and C Dean*.
Parish Clerk/RFO: D Wickham.
District Councillor: J Webber.
5 members of the public.

- | | Minute
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|---|----------------------|
| 1. To consider approving any apologies for absence.
There were none. | 23/126 |
| 2. To receive any declarations of interest, and requests for dispensation,
on any items to be discussed.
Cllr Iaccarino declared his personal knowledge of the applicant in 2022/1068
at item 7 below. | 23/127 |
| 3. To suspend the meeting for questions from members of the public, and
to receive reports from District and County Councillors.
The applicant in 2022/1068 at item 7 below explained that the main house was
now too large for him and that he wanted to build a smaller house in the
garden. The height of the proposed house was the same as the neighbouring
houses, which were also two storey dwellings. The Planning Officer had been
unhelpful, so District Cllr Webber offered to liaise between the parties.
Reports from County Cllr Thomson and District Cllr Webber had been
circulated prior to the meeting | 23/128 |
| 4. To approve and sign the minutes of the Parish Council meeting held on
19th October 2023.
Having been circulated to the Council prior to the meeting, it was AGREED
unanimously that the minutes were approved as a correct record. | 23/129 |
| 5. Finance:
5.1 Approval of the bank reconciliation and Payment of Accounts List (see
below) was AGREED unanimously.

5.2 The 2024-25 draft budget was reviewed. An allowance of £5,000 for a
village/new pavilion event in the summer was agreed. An estimated income of
£3,000 from the Pre-School for hall hire was decided. The final budget and
precept demand would be agreed at the January meeting, as usual. | 23/130 |
| 6. To receive any updates from the New Pavilion Working Group and Sub-
Groups.
Time-lapse photography and drone footage of the build as it progresses was
discussed and it was suggested that Draper & Nichols could be asked for their
input at the meeting with them on 7 th December. Cllr SJ Hull was continuing to
seek new funding avenues for ancillary items and equipment. | 23/131 |

Signed:



Date:

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The Clerk reported that he had now received a VAT Registration Number from HMRC and would need to submit monthly VAT returns going forward. Cllr Collins suggested displaying a sign in the car park to notify members of the public that car parking would be prioritised for Pre-School staff and parents. Cllr S Hull reported that 25-30 local residents had attended the Open Day on 25th November. A number of activities (eg yoga) had been suggested, but the café bar was the most popular feature of the new pavilion. There had been no volunteers to help with the management/operation of the new facility.

6.1 The Council **AGREED** to hire a container and site it in the 'new' car park for storage of the equipment currently stored in the pavilion. The cost would be £866 +VAT.

The Council **AGREED** in principle to add bicycle railings to the new pavilion for users of the facilities.

The Council **AGREED** to move the equipment from the pavilion to the storage container on 22nd December.

Cllr Jinkerson had circulated information relating to Scribe accounting software prior to the meeting. Following a brief discussion, it was decided the software was unnecessary at this stage, but could be reconsidered if circumstances changed in the future.

7. **Planning Applications:** 23/132
- **2023/3137** - The End House The Common Dunston: Raise the roof over the garage and add 2 windows.
 - **2023/3264** - The Pavilion Long Lane: Installation of temporary modular building in the existing village hall car park for a temporary period of up to 12 months to accommodate nursery and village hall activities during the period of demolition and construction of the new village hall.
 - **2023/3275** - 7 Broomefield Road: Erection of two storey rear extension.
 - **2023/3190** - The End House The Common Dunston: Install a small 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.
There were no objections to the above applications from the Council.
 - **2022/1068** - Land Adjacent To 16 Mill Green: New two storey dwelling.
The Council had already submitted objections to this application, but Cllr S Hull would conduct a site visit on behalf of the Planning Committee with the applicant.
8. **To receive the outcomes of any recent planning decisions made by SNC.** 23/133
- **2023/2186** - The Pavilion Long Lane: Variation of conditions 2, 3 & 6 of 2019/0788 to re-site the building, alter the roofing materials and amendment to condition 6 to reflect the necessary change in construction sequence. Decision : Approval with Conditions (Delegated)
9. **To receive an update from the SSG meeting held on 30th October 2023.** 23/134
- Cllr SJ Hull reported that PC Tom Goodrum was the new local Beat Officer and would be invited to the next Parish Council meeting. First Bus would be invited to the next SSG meeting to discuss the issues relating to their service in the area. The Post Office at Framingham Earl had recruited new staff and the previous backlog had now been cleared. A WhatsApp group had been created to aid Emergency Plan communication within the affected villages. Cllr Collins was the representative for Stoke Holy Cross.

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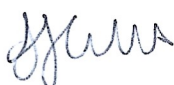
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10. **To consider a request for a rent-holiday from Stoke Holy Cross Pre-School.** 23/135
Cllr Collins explained that the current financial circumstances at the pre-school meant that they needed to request a rent-holiday. The temporary building that they would need to operate from until the new pavilion was finished was too small to allow them to increase numbers and therefore revenue. After a discussion the Council **AGREED** to offer a rent-holiday until the new pavilion was opened, and not to charge the pre-school for their electricity usage whilst in the temporary building.
11. **To discuss the need for an opening with lockable post at the Pettingales end of the playing field.** 23/136
There was a need to provide vehicular access to the playing field and allotments during the upcoming pavilion demolition and construction process, which would remain in place after the new pavilion had opened. The Council's handyman, M Beckett, would quote for the works required.
12. **To receive an update from the Wildflower Meadow and Playing Field Working Groups.** 23/137
A report from the Wildflower Meadow Working Group had been circulated to the Council prior to the meeting.
12.1 The Council **AGREED** that Cllr Jinkerson would request a quote for the repositioning of the play equipment affected by the demolition of the existing pavilion.
The Council **AGREED** the design of the meadow interpretation board. Cllr Jinkerson confirmed the hedge between the play areas would no longer need to be removed.
13. **To consider the biodiversity duty imposed on Parish Councils.** 23/138
The Clerk outlined the biodiversity duty imposed on Parish Councils by recent legislation. The issue of biodiversity was discussed, and the Council was satisfied that it was already ahead of the game, by virtue of the wildflower meadow and long grass areas that it currently maintained. A policy and action plan for future initiatives would be adopted in due course.
14. **To co-opt a Councillor to the Parish Council.** 23/139
*Following consideration of her application, Claudette Dean was co-opted onto the Parish Council and welcomed by all.
15. **To confirm the date of the next Parish Council meeting.** 23/140
The Council **AGREED** the next meeting date as Thursday 18th January 2024.

The meeting ended at 9.20pm

Signed:



Date:

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Payments Approved at the Meeting Held on 30th November 2023:

Date	Payee	Description	Net	VAT	Gross
01/12/23	M Beckett	Handyman Invoice 030	£837.00		£837.00
01/12/23	D Wickham	Oct and Nov Expenses	£336.33	£10.67	£347.00
01/12/23	I Himpleman	Fence Posts	£53.50	£10.70	£64.20
01/12/23	D Jones	Expenses (Meadow)	£16.50	£3.30	£19.80
01/12/23	Wave	Water Rates	£40.66	£8.15	£48.81
01/12/23	S Collins	Expenses (Cleaning)	£2.00		£2.00
01/12/23	Ribbonsdale Nurseries	Grounds Maintenance	£1,005.00	£201.00	£1,206.00
01/12/23	Howes Percival	Legal Fees	£4,455.00	£891.00	£5,346.00
05/12/23	ICO	Data Protection Fee	£35.00		£35.00
28/12/23	S Himpleman	December Cleaning	£99.67		£99.67
28/12/23	D Wickham	December Salary*	£1,194.10		£1,194.10
28/12/23	Nest	December Pension	£125.70		£125.70
17/01/24	HMRC	December PAYE and NI	£489.43		£489.43

*includes local government pay rise and backpay to 01.04.23

Total £8,689.89 £1,124.82 £9,814.71

Signed:



Date:

18.1.24

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