

STOKE HOLY CROSS PARISH COUNCIL

Minutes of the Parish Council meeting held at The Community Hall on Thursday 16th January 2025 at 7.30pm.

Present: Cllrs S Collins (Chair), G Iaccarino (Vice-chair), C Dean,
K Nobbs, D Mouncer, P Russell and P Strange.
Parish Clerk/RFO: D Wickham.
County Councillor: V Thomson, District Councillor: J Webber.
No members of the public.

- | | Minute Ref No: |
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| 1. To consider approving any apologies for absence.
Apologies were received from Cllrs G Jinkerson and R Mouncer. These were approved by the Council. | 25/001 |
| 2. To receive any declarations of interest, and requests for dispensation, on any items to be discussed.
Cllrs Collins, Iaccarino and Dean declared an interest in item 5.1 in relation to expenses payments. | 25/002 |
| 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. Norfolk and Suffolk would share a mayor under the current devolution plans. Unitary Authorities would serve populations of half a million local residents, meaning Norfolk would require two. Norfolk had applied to be fast-tracked and would therefore be required to apply to have its May elections delayed. The plans would inevitably result in fewer elected members.
A report from District Cllr Webber had been circulated prior to the meeting. A planning consultation was expected to commence in February in relation to the Greater Norwich Local Plan. | 25/003 |
| 4. To approve and sign the minutes of the Parish Council meeting held on 27th November 2024.
Having been circulated to the Council prior to the meeting, it was AGREED unanimously that the minutes were approved as a correct record. | 25/004 |
| 5. Finance:
5.1 Approval of the bank reconciliation and Payment of Accounts List (see below) was AGREED unanimously.

5.2 Cllr Iaccarino had reviewed the accounts for the third quarter of the 2024/25 financial year and reported that everything was as expected. The financial year would end with reserves reduced to around £9,000.00 but all expenses were accounted for.

5.3 Following a discussion of the Council's financial priorities for the coming year the Council AGREED the draft budget and a precept of £97,432.00. | 25/005 |

Signed:

Date:

6. **To receive an update from the Community Hall Working Group.** 25/006
Cllr Iaccarino would collate a list of outstanding snagging issues which needed to be rectified. Refundable security deposits would no longer be added to one-off bookings, hirers would instead be advised that the Council would seek an additional payment to cover any damage caused.
- 6.1 The Council **AGREED** the fixed business plan and contract with E-on Next for a period of one year. The electricity supply would be reviewed after this. The Council **AGREED** the purchase of tables and chairs following the receipt of three quotes. The agreed quote was £4,584.90 (inc VAT) from Simply Tables & Chairs.
The Council **AGREED** to hold a hall opening ceremony on 17th February 2025 2pm-4pm. Cllr Iaccarino would arrange a plaque acknowledging South Norfolk Council's support throughout the project.
The Council **AGREED** to sign the section 104 agreement allowing Anglian Water to adopt the Harrold Place sewer which runs under the Council's land.
The Council **AGREED** to make one final payment to Chaplin Farrant for Employer's Agent services. The Council was unable to agree Draper & Nichols' final account at this stage, following a query raised by Cllr Iaccarino, which he would investigate further.
7. **Planning Applications:** 25/007
2022/0698 – Land Adjacent To 51 Broomefield Road: New two storey dwelling with associated driveway extension. *The Council objected to this application due to space and outlook considerations.*
2024/3340 – Bottom End Farm, The Common, Dunston: Replace windows to the front elevation. *The Council had no comments.*
2024/3750 – Hall Farm, Land North Of Hickling Lane, Swainsthorpe: The development of a 400MW Energy Storage System, including a 132-400kV substation and associated infrastructure. *The Council had no comments.*
2024/3758 – The Hayloft 30A Poringland Road: Install a 14 solar panel array to the south facing elevation of the main roof together with a storage battery in the garage and electric charging point. *The Council had no comments.*
2024/3822 – 50 Poringland Road: Rear balcony to master bedroom and glazed canopy. *The Council had no comments.*
2024/3858 – Land North Of Hickling Lane Swainsthorpe: Variation of conditions 2, 3, 4, 5, 6, 9, 10, 11, 12, 13 & 15 of 2023/0617 - (2) Revised plans, (3) Access Design, (4) HGV Parking, (5) On-site Parking for Construction Workers, (6) Construction Traffic Management Plan (CTMP), (9) Landscaping Plan, (10) (Landscape & Ecological Management Plan (LEMP) , (11) Lighting, (12) Arboricultural Impact Assessment, (13) Archaeology & (15) FRA & SWDS. *The Council was still reviewing the large number of documents ancillary to this application.*
8. **To appoint the Internal Auditor for the 2024-25 financial year.** 25/008
The Council **AGREED** to appoint R Goreham again.

Signed:

Date:

9. **To adopt the 2025 asset register.** 25/009
The Council unanimously **AGREED** to adopt this document.
10. **To receive an update from the Wildflower Meadow and Playing Field Working Groups.** 25/010
There was none.
11. **To receive a Community Speed Watch report.** 25/011
The recent speeding statistics had been circulated to the Council prior to the meeting, and these had been published on the Council's website. Volunteers were currently being recruited – a minimum of six volunteers in total was required. Cllr Russell had been corresponding with local residents in relation to speeding within the village on the residents' Facebook page.
12. **To confirm the date of the next Parish Council meeting.** 25/012
The Council **AGREED** the next meeting date as Thursday 27th March 2025.

The meeting ended at 9.25pm

Signed:

Date:

Stoke Holy Cross Parish Council

Payments Approved at the Meeting Held on 16th January 2025

Date	Payee	Description	Net	VAT	Gross
07/01/25	Broadland Windows	Replacement Glass	225.00	£45.00	£270.00
08/01/25	G Iaccarino	Expenses	£140.71	£28.13	£168.84
17/01/25	S Collins	Expenses	£45.70	£8.00	£53.70
17/01/25	Draper & Nichols	Electricity	£214.83	£42.97	£257.80
17/01/25	Anglo Scottish Equipment	Container Hire	£186.14	£37.23	£223.37
17/01/25	D Wickham	Nov & Dec Expenses	£52.00		£52.00
17/01/25	C Dean	Expenses	£3,926.35	£785.27	£4,711.62
17/01/25	E-on	Electricity	£570.71	£114.14	£684.85
17/01/25	Community Heartbeat	Defibrillator Pads	£63.95	£12.79	£76.74
17/01/25	Ribbonsdale Nurseries	Grounds Maintenance	£1,680.00	£336.00	£2,016.00
17/01/25	NPTS	Planning Training	£52.00		£52.00
17/01/25	E-on	Electricity	£679.92	£135.99	£815.91
17/01/25	Broadland Windows	Replacement Glass	£225.00	£45.00	£270.00
17/01/25	JL Furnell	Security Deposit Refund	£50.00		£50.00
28/01/25	S Himpleman	January Cleaning	£210.83		£210.83
28/01/25	A Wenn	January Caretaker	£159.53		£159.53
28/01/25	D Wickham	January Salary	£876.25		£876.25
28/01/25	Nest (DD)	January Pension	£88.04		£88.04
17/02/25	HMRC	January PAYE & NI	£311.26		£311.26
28/02/25	S Himpleman	February Cleaning	£149.50		£149.50
28/02/25	A Wenn	February Caretaker	£159.53		£159.53
28/02/25	D Wickham	February Salary	£876.05		£876.05
28/02/25	Nest (DD)	February Pension	£88.04		£88.04
17/03/25	HMRC	February PAYE & NI	£311.46		£311.46
28/03/25	S Himpleman	March Cleaning	£149.50		£149.50
28/03/25	A Wenn	March Caretaker	£159.33		£159.33
28/03/25	D Wickham	March Salary	£876.25		£876.25
28/03/25	Nest (DD)	March Pension	£88.04		£88.04
17/04/25	HMRC	March PAYE & NI	£311.46		£311.46
		Total	£12,927.38	£1,590.52	£14,517.90

Signed:

Date: