

STOKE HOLY CROSS PARISH COUNCIL

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

Present: Cllr S Collins (Chair), Cllrs J Hopper, S Hull, SJ Hull, G Iaccarino,
G Jinkerson, K Nobbs and D Thomas.
Parish Clerk/RFO: D Wickham.
District Councillors: N Legg, I Spratt and G Francis.
M Beckett (Caretaker) and 5 members of the public.

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| 1. To consider approving any apologies for absence.
Apologies were received from Cllr C Bussey and duly approved. Apologies were also received from County Cllr Thomson. | 23/027 |
| 2. To receive any declarations of interest, and requests for dispensation, on any items to be discussed.
There were none. | 23/028 |
| 3. To suspend the meeting for questions from members of the public and to receive reports from District and County Councillors.
Following a question from a member of the public in relation to planning application 2023/0628, Cllr Thomas clarified that the application to convert the building into five dwellings had already been granted three years ago. District Cllr Legg reported the South Norfolk Council (SNC) was opposed to the proposed devolution of powers from central government to Norfolk County Council, and that NHS England had been lobbied in relation to the chronic shortage of dentists in Norfolk.
District Cllr Spratt outlined the Coronation grants available, and the 'Mindful Villages' initiative, details of both of which could be found on the SNC website. National Grid's pylons proposals were still being challenged and the 'Nutrient Neutrality' issue seemed to have reached a resolution by the imposition of mitigation.
District Cllr Francis hoped SNC would move into its new premises in May/June. A report from County Cllr Thomson had been circulated prior to the meeting. | 23/029 |
| 4. To approve and sign the minutes of the Parish Council meeting held on 23rd February 2023.
Having been circulated to the Council prior to the meeting, it was AGREED unanimously that the minutes were approved as a correct record. | 23/030 |
| 5. Finance:
5.1 Approval of the bank reconciliation and Payment of Accounts List (see below) was AGREED unanimously.
5.2 It was AGREED that the timeframe for registering the Council for VAT should be decided once the new pavilion build starting date was known. | 23/031 |

Signed:



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6. **To receive an update from the New Pavilion Working Group.** 23/032
 Cllr SJ Hull reported that there was reason to be hopeful about the Council's match-funding bid to SNC. The report commissioned by SNC was supportive of the Council's application and a decision was expected by June. Other potential funding avenues were available for items such as solar panels and kitchen equipment. Once commenced, a project of this size would inevitably cause disruption, so the New Pavilion Working Group and Playing Field Committee were asked to work together to identify ways to minimise this, and report their findings to the Council.
7. **Planning Applications:** 23/033
 - 2023/0435 – Dalriada, Mill Road: Proposed conversion of garage into annexe accommodation.
 - 2023/0526 - 36 Norwich Road: Single storey rear extension and extension to front porch.
 - 2023/0628 - Agricultural Building at Watering Farm Long Lane: Notification for Prior Approval for a proposed change of use and associated building works of agricultural building to 5 dwelling houses (QA and QB).
 Cllr S Hull confirmed that there were no issues with any of these applications.
8. **To receive the outcomes of any recent planning decisions made by SNC.** 23/034
 - 2023/0096 - 13 Mill Green: Single storey side and rear extension - **Approval with Conditions.**
 - 2022/0559 - The End House The Common Dunston: Take down gable end chimney and wall to eaves level and rebuild to match. Remove the concrete render to install a 25mm Savolit boards for insulation before rendering with traditional white Limecote and Warmcote lime plaster. Replace any beams that are rotten with new oak timbers - **Approval with Conditions.**
 - 2022/2229 - 34 Brickle Road: Loft conversion with roof alterations to dwelling and pitched roof added to garage. (Resubmission of 2022/0331) - **Approval with Conditions.**
9. **To consider a request for an additional dog bin near the church (item adjourned from last meeting).** 23/035
 Following a brief discussion, it was felt that the problem of dog bags being left in the vicinity of the church had diminished, and that the provision of another dog bin was unlikely to be beneficial.
 Cllr Jinkerson proposed removing the bin from inside the bus stop at the bottom of Long Lane (Broomefield Road) and replacing it with a wall-mounted external bin with a lid. This was seconded by Cllr Nobbs and unanimously **AGREED.** (Previously discussed on 28th July 2022 – minute 22/009.)
10. **To adopt the 2023 Data Protection Policy, Risk Management Policy, Freedom of Information Policy and Information Audit.** 23/036
 Having been circulated to the Council prior to the meeting Cllr Thomas proposed these four documents be adopted. This was seconded by Cllr Nobbs and unanimously **AGREED.**

Signed:



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11. **To receive an update from the Wildflower Meadow Working Group and Playing Field Committee.** 23/037
Cllr Nobbs circulated a report from the Wildflower Meadow Working Group. The Council **AGREED** to the proposed locations of the two benches to be sited in the meadow.
Cllr Jinkerson highlighted the need to purchase a bowser to facilitate watering when necessary. Three quotes had been obtained and the Council **AGREED** to accept the cheapest quote (Direct Water Tanks).
11.1 Three quotes had been obtained in relation to the grass/hedge-cutting contract. Cllr Jinkerson recommended the quote from Ribbonsdale Nurseries be accepted. After a brief discussion the Council **AGREED** to accept the quote from Ribbonsdale Nurseries. The required three months' notice would be given to the existing contractor and the new contract would commence on 1st July 2023.
11.2 Three quotes had been obtained in relation to the required tree works. Cllr SJ Hull suggested accepting the quote from Ribbonsdale Nurseries to increase the Council's bargaining power. The Council **AGREED** to accept the quote from Ribbonsdale Nurseries.
12. **To consider replacing the Norwich Road noticeboard.** 23/038
Cllr Collins advised that the noticeboard had deteriorated to such an extent that it needed to be replaced. Five quotes had been obtained for a selection of styles and materials and, following a brief discussion, the Council **AGREED** to accept the quote of £1,179.80 from Green Barnes for a 1270 x 868 oak lockable noticeboard. The cost would be deducted from the Council's general reserves. Cllr Collins will arrange the purchase of the noticeboard.
13. **To receive an update from the Coronation Working Group.** 23/039
Cllr Collins reported that it had been agreed not to organise a village mini-fete, but the Church was planning an impromptu village picnic on the afternoon of 7th May at the pavilion/playing field. Cllr SJ Hull was keen to arrange a volunteering event for a couple of hours on Monday 8th May. Litter-picking and general cleaning around the village was proposed and Cllrs SJ Hull and S Hull offered to organise this.
14. **To confirm the date of the Annual Parish Council Meeting as 18th May 2023 at 7.30pm. (The Annual Parish Meeting will be held on 20th April.)** 23/040
The Council **AGREED** this unanimously.

The meeting ended at 9.10pm

Signed:



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Stoke Holy Cross Parish Council

Payments Approved at the Meeting Held on 30th March 2023

Date	Payee	Description	Net	VAT	Gross
30/03/23	AF Affinity	Electricity	£871.48	£49.78	£921.26
30/03/23	D Wickham	February & March Expenses	£463.03	£54.21	£517.24
30/03/23	M Beckett	Handyman Invoice 023	£966.67	£1.33	£968.00
30/03/23	South Norfolk Council	Dog Bin Annual Charge	£995.40	£199.08	£1,194.48
30/03/23	Ted Ellis Trust/Wheatfen	Oak for Benches	£200.00		£200.00
30/03/23	Will Fitch	Construction of 2x Benches	£400.00		£400.00
01/04/23	Gallagher Insurance	Insurance 2023/24	£1,989.77		£1,989.77
01/04/23	NPTS	Annual Subscription 2023/24	£381.11		£381.11
28/04/23	D Wickham	April Salary and PAYE	£958.75		£958.75
28/04/23	S Himpleman	April Cleaning	£99.67		£99.67

Total £7,325.88 £304.40 £7,630.28

Signed:



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