

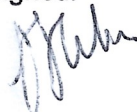
# STOKE HOLY CROSS PARISH COUNCIL

## Minutes of the Parish Council meeting held at The Pavilion on Thursday 22<sup>nd</sup> June 2023 at 7.30pm.

Present: Cllrs S Collins (Chair), G Iaccarino (Vice-chair), SJ Hull, S Hull,  
G Jinkerson, D Thomas, R Mouncer and D Mouncer.  
Parish Clerk/RFO: D Wickham.  
District Councillor: J Webber.  
M Beckett (Caretaker) and 6 members of the public.

- |   | Minute<br>Ref<br>No: |
|---|----------------------|
| 1. <b>To consider approving any apologies for absence.</b><br>Apologies were received from Cllr K Nobbs and duly approved.  | 23/061               |
| 2. <b>To receive any declarations of interest, and requests for dispensation,<br/>on any items to be discussed.</b><br>There were none.   | 23/062               |
| 3. <b>To suspend the meeting for questions from members of the public and to<br/>receive reports from District and County Councillors.</b><br>It was agreed that the community police officer would be invited to a future<br>Council meeting. The grass was being cut sporadically but it was expected this<br>situation would improve once the new contractor began in July.<br>District Cllr Webber explained the District Council is a new council following<br>the local elections in May, with lots of training currently being undertaken.<br>There was a £90 million budget surplus at present, so there should be grant<br>availability. The sale of South Norfolk House would be discussed at the next<br>District Council meeting – the Parish Council's views would be welcomed.<br>Another consultation in relation to National Grid's pylon proposals would be<br>launched during July and August.<br>A report from County Cllr Thomson had been circulated prior to the meeting. | 23/063               |
| 4. <b>To approve and sign the minutes of the Annual Parish Council Meeting<br/>held on 18<sup>th</sup> May 2023.</b><br>Having been circulated to the council prior to the meeting, it was <b>AGREED</b><br>unanimously that the minutes were approved as a correct record.   | 23/064               |
| 5. <b>Finance:</b><br>5.1 Approval of the bank reconciliation and Payment of Accounts List (see<br>below) was <b>AGREED</b> unanimously.<br><br>5.2 The decision whether to register the Council for VAT was adjourned until<br>the next meeting.   | 23/065               |
| 6. <b>To receive an update from the New Pavilion Working Group.</b><br>Cllr SJ Hull reported that the Council's application to South Norfolk Council for<br>a Co-Investment grant of £465,543.00 towards the cost of the new pavilion<br>had been approved.   | 23/066               |

Signed:



Date: 18.7.23

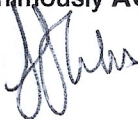
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Members of the New Pavilion Working Group would meet with South Norfolk Council on 10<sup>th</sup> July to discuss the next steps. They would then meet with Chaplin Farrant and Draper & Nicholls on 17<sup>th</sup> July to discuss exact costs and logistics. It was **AGREED** that an extraordinary Parish Council meeting should be arranged for 18<sup>th</sup> July, to allow the Council to discuss matters relating to the new pavilion, and all up-to-date plans, quotes etc. should be shared with Councillors well in advance of the meeting.

7. **Planning Applications:** 23/067
- 2023/1255 - 64 Norwich Road: Front extension & rear porch.
  - 2023/1594 - The End House, The Common, Dunston: Proposed alterations to existing garage/storage to create a Utility Room and Shower Room, to raise the lean-to roof to create storage space. Works to attic room to create an en suite shower room and associated works.
  - 2023/1611 - 5 Wensum Road: Change of use of recently purchased land to rear of 5 Wensum Road to residential curtilage.
  - 2023/1612 - 7 Wensum Road: Change of use of recently purchased land to rear of 7 Wensum Road to residential curtilage.
  - 2023/1616 - 1 Wensum Road: Change of use of recently purchased land to rear of 1 Wensum Road to residential curtilage.
- There were no objections to the above planning applications.
8. **To receive the outcomes of any recent planning decisions made by SNC.** 23/068
- 2023/0849 - 54 Norwich Road: Construction of new porch - Approval with Conditions (Delegated)
  - 2023/1061 - 7 Broomefield Road: Demolition of existing porch and erection of new porch - Approval with Conditions (Delegated)
  - 2023/1137 - 6 Waveney Close: Single storey rear and side extension including conversion of existing garage - Approval with Conditions (Delegated).
9. **To discuss the 2023 Community Emergency Plan.** 23/069
- Having been circulated to the Council prior to the meeting, it was **AGREED** that the Plan would be adopted, with the addition of the Waveney Food Bank.
10. **To adopt the Local Government Association Model Councillor Code of Conduct.** 23/070
- This item was adjourned until the next meeting to allow all Councillors to familiarise themselves with the document.
11. **To receive an update from the Wildflower Meadow Working Group and Playing Field Committee.** 23/071
- Stoke Holy Cross Meadow Makers had recently won the Spaces for Nature Award at the Norfolk Biodiversity Awards and were congratulated on their achievement. It was reported that a donation of over £1,000 to be used for the wildflower meadow may be forthcoming from a local trust. Cllr Jinkerson would investigate whether DBS checks were required for meadow volunteers from a safeguarding perspective. Cllr Collins questioned whether the meadow posed a fire risk during the current hot, dry weather. Cllr Jinkerson would contact the Fire Service for advice. The District and Parish Councillors had been given a tour of the meadow prior to tonight's meeting and were very impressed with the progress. Cllr Jinkerson was thanked for her hard work.

11.1 A quote of £325.00 +VAT from NGF Play Ltd to repair the zip wire was unanimously **AGREED**. Cllr Jinkerson would notify the contractor to proceed.

Signed:



Date: 18-7-23

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12. **To consider changing the Playing Field Committee to a Working Group.** 23/072  
This was **AGREED** unanimously following a brief discussion of the benefits.
13. **To discuss the status of the strip of amenity land between Long Lane and Harrold Place.** 23/073  
Cllr Collins clarified that this item related to the land between the fence erected by Ingrams Homes at the time Harrold Place was built and the rear boundaries of the houses on Long Lane. Cllr Thomas suggested removing the fence and replacing it with a hedge. The residents of the houses concerned who were present at the meeting were happy with that suggestion. It was **AGREED** that a letter should be sent to the residents of all the houses concerned. Cllr Collins would conduct an impact assessment before the next meeting to allow a course of action to be decided.
14. **To receive an update from the Chairperson.** 23/074  
Cllr Collins reported that a group of High School students would be carrying out work experience with the Council 12<sup>th</sup> – 16<sup>th</sup> July.
15. **To confirm the date of the next ordinary Parish Council meeting.** 23/075  
The Council **AGREED** the next ordinary meeting date as Wednesday 26<sup>th</sup> July 2023 at St George's Hall.

The meeting ended at 9.20pm

Signed:



Date: 18.7.23

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Payments Approved at the Meeting Held on 22nd June 2023

Date	Payee	Description	Net	VAT	Gross
22/06/23	M Beckett	Handyman Invoice 026	£807.10		£807.10
22/06/23	D Wickham	May Expenses	£26.00		£26.00
22/06/23	G Jinkerson	Water Tank (Meadow)	£110.00		£110.00
22/06/23	G Jinkerson	Expenses (Meadow)	£25.69	£3.54	£29.23
22/06/23	D Jones	Expenses (Meadow)	£139.98	£27.58	£167.56
22/06/23	Chaplin Farrant	Tender Report/Analysis	£525.00	£105.00	£630.00
22/06/23	CGM	Groundworks	£299.87	£59.98	£359.85
22/06/23	CGM	Groundworks	£105.82	£21.16	£126.98
22/06/23	David Bracey Play Safety	Annual Inspection	£180.00	£36.00	£216.00
22/06/23	NPTS	Induction Training	£104.00		£104.00
24/06/23	AF Affinity	Electricity	£401.62	£22.94	£424.56
24/06/23	AF Affinity	Electricity	£202.23	£11.55	£213.78
28/06/23	D Wickham	June Salary	£766.95		£766.95
28/06/23	S Himpleman	June Cleaning	£99.67		£99.67
17/07/23	HMRC	June PAYE and NI	£219.50		£219.50
Total			£4,013.43	£287.75	£4,301.18

Signed:



Date: 18.7.23