

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:

1. **To consider approving any apologies for absence.** 25/001
Apologies were received from Cllrs G Jinkerson and R Mouncer. These were approved by the Council.
2. **To receive any declarations of interest, and requests for dispensation, on any items to be discussed.** 25/002
Cllrs Collins, Iaccarino and Dean declared an interest in item 5.1 in relation to expenses payments.
3. **To suspend the meeting for questions from members of the public and to receive reports from District and County Councillors.** 25/003
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.
4. **To approve and sign the minutes of the Parish Council meeting held on 27th November 2024.** 25/004
Having been circulated to the Council prior to the meeting, it was **AGREED** unanimously that the minutes were approved as a correct record.
5. **Finance:** 25/005
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.

Signed:



Date: 27.09.25

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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: 27.03.25

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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: 27.03.25

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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: 27.03.25