

Scarning Parish Council
Minutes of the meeting held on 19 August 2024 at Scarning Village Hall

Councillors Present: F Bradford (Chair) T Abel, M Blackburn, S Bunn, H Manning, M Steward.
In attendance: N Hartley (Parish Clerk), Cllr L Turner (Breckland Council), one member of the public.

Public Participation

A member of the public asked if the Beacon layby was to be cut by the Parish Council from now on. The Council said that it was. The member of the public said the SAM2 on Draytonhall Lane is obscured by overhanging branches and offered to clear the branches. The member of the public asked if the noticeboards in the parish are community noticeboards. The Council said that anyone is welcome to put notices on the noticeboards.

The meeting went into session.

1 Co Option of Helen Manning

It was **RESOLVED** to co-opt Helen Manning on to the Council. She signed the Declaration of Acceptance of Office.

2 Apologies for Absence

Apologies were received from Cllr Hewson, who had a prior engagement, and Cllrs P Hewett (Breckland Council) and W Richmond (Norfolk County Council).

3 Declarations of Interest

None.

4 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 22 July 2024 as a true and accurate record. The Chair signed the minutes.

5 Matters Arising

Cllr Bradford said she had ordered the portrait of the King and that it will be given to the Village Hall Trust.

Cllr Abel said he had spoken with Mr Eagle about the hedge between Black Horse Close and Hill Rise. The land is under new ownership, but the aim is to continue to farm it, and the hedge should be continue to be cut once a year.

Cllr Manning volunteered the services of her son to help the Clerk with the production of QR codes to go on the noticeboards, thereby allowing the public to access the full meeting agendas.

6 Report of District Councillor

A copy of Cllr Turner's report is attached to the minutes.

7 Planning

7.1 Breckland Council decisions:-

Land off Fen Road	3PL/2024/0562/F
Change of use from agricultural land to dog walking field with small allocated space of enclosed hard standing car park	Refused

7.2 The Council noted the Appeal Decision (APP/F2605/W/24/3337242) re land east of Draytonhall Lane and that the appeal had been dismissed on the basis of matters connected to the habitat and the environment.

7.3 The Council considered the following application for a Variation of Condition:-

Chestnut Lodge, Dereham Road	3PL/2024/0622/VAR
Variation of condition on 3PL/2022/0232/VAR (Condition 5) to agree details submitted as acceptable re wording for 'Trad 5.'	

The Council requested the following additional information:-

What is the intention regarding the tarmacked area. Why is it being tarmacked if it is not to be used. What are the size of the posts. Is it intended to widen the drive.

8 National Policy Framework

The Council considered proposed reforms to the National Planning Policy Framework and other changes to the Planning System. It was **RESOLVED** to delay the Council's response until further information is forthcoming.

9 Finance

9.1 It was **RESOLVED** to make the following payments in accordance with the Council's budget:-

N Hartley, clerk's salary, £990.99

HMRC, clerk's Paye, £5.80

Keith Walpole, grass cutting verges, Water Meadows play areas, £700

Top Garden Services, grass cutting verges May-June, £586.18
Top Garden Services, grass cutting Scarning churchyard May-June, £198.46 (Section 137)
Top Garden Services, tree works Shipdham Lane Playing Field oaks, £1,200
Westcotec Ltd, dig out, realign and cement solar light by Scarning Church, £144
Norfolk Parish Training & Support, Council training courses, £136

It was **RESOLVED** to move some of the funds set aside for LEDs towards the cost of the tree works, as above. The cost of converting the remaining street light lamps to LEDs will be included in the Council's Budget for 2025/26.

9.2 The meeting received a report of Actual to Budgeted expenditure. A copy of the report is attached to the minutes.

9.3 The meeting received the Internal Control Officer's report. Cllr Blackburn noted that she had carried out the first check of the financial year and that everything was in order.

10 Sale of former Highway Surveyors land at Daffy Green

The Council considered an offer to sell the former Highway Surveyors land at Daffy Green, amounting to 0.35 acres. The rental income from the land was previously £5 pa. The Council had consulted the Charity Commission regarding the proposed sale. It was **RESOLVED** to sell the land and to ask if the purchaser is willing to cover the Council's legal costs, or if the Council can give a legal undertaking that upon the sale the Council no longer has an interest in this parcel of land.

11 Full Council Training

Cllr Bradford noted the cost of full Council training through Norfolk Parish Training & Support is £295. It was **RESOLVED** to send a list of topics that can be included in the training to all councillors. Councillors will determine the topics they would like covered and provide dates of their availability. If there is sufficient demand, the Council will approach neighbouring Parish Councils to see if they would like to attend in order to reduce the overall cost.

12 Grant Funding Course

It was **RESOLVED** that Cllr Manning can attend the grant funding course run by Norfolk Parish Training & Support.

13 A Frame Netting

The Council considered quotes to replace the worn netting on the A Frame. It was **RESOLVED** to appoint NGF Play Ltd.

14 Noticeboard Fen Road

It was **RESOLVED** to purchase a new noticeboard for Fen Road and to move some of the funds set aside for LEDs towards this cost. Cllr Abel said he would install the new noticeboard and dispose of the old noticeboard at no cost to the Council.

15 Community Orchard

The Council considered a proposal from Breckland Council for funding toward a Community Orchard. It was agreed that the Council has no land on which to plant an orchard, but Cllr Abel noted that Scarning United Charities might be able to utilise some of its land toward an orchard. Cllr Abel will speak with one of the charity's current tenants. It was agreed the Clerk would check the terms and conditions of the grant application to see if there is a timeframe in which any grant awarded has to be spent.

16 SNAP Meeting

The next SNAP (Safer Neighbourhood Action Panel) meeting is in Scarning Village Hall at 7pm on 6 November. Councillors and residents were encouraged to attend. Cllr Turner (Breckland Council) said these meetings are an opportunity for the public to engage with the Police on local matters. She said that as a result of a recent meeting the Police will be extending the yellow hatching outside the school in Shipdham and putting flyers on all vehicles outside the school reminding parents of their responsibilities. The Parish Council will see if the school and parents would like to attend the meeting, and will advertise the meeting on its social media.

17 Play Equipment (Blackthorn Drive Play Area)

The Council was provided with updated costings for new equipment. Cllr Manning offered to assist where possible in relation to securing grant funding. Members of the Council agreed to meet at Blackthorn Drive on 21 August to consider the proposals further in terms of how best to proceed.

18 Speed Gates

The Council discussed whether it needed three speed gates. It was **RESOLVED** to apply for two speed gates under the Parish Partnership Scheme, one at either end of the parish.

19 Representatives' Reports

Cllr Abel said the Playing Field Committee will trim back the overhanging branches from the street light on Park Lane.

20 Items for the next agenda

None.

21 Next Meeting

The next Council meeting will be on 16 September at 7pm.

The meeting was closed at 8.50pm.

Signed.....Chair

Date.....

District Councillors Report

SNAP – you are all encouraged to attend the next SNAP meeting which will be held in Scarning Village Hall, on 6th November at 7 pm. The Watton SNAP group covers Watton, Shipdham, Garvestone and Scarning, and instead of always being held in the town, now rotates around its villages. This is the opportunity for the public to engage with the police, on local matters, and to set the priorities for the next three months. For example: anti social behaviour, speeding, parking issues, county lines, neighbour disputes.

TOWN AND PARISH FORUM - similar to SNAP these are now being held around the District to encourage greater attendance. The Chairman and Clerk have the full list of the pop up Autumn venues, your nearest will be Elizabeth House, on Tuesday 17th September, 6 – 8 pm at which the Leader of the Council and the CEO will be present: stalls to include Fly Tipping, Breckland Rural Support Officer, Inspiring Communities, Housing and Community Safety with plenty of time for questions and answers.

LOCAL PLAN – due to announcements from the new government, this is subject to change even as we re-write it, so all councils will be kept updated.

BLOORS UPDATE – I am pleased to confirm that following positive dialogue between Breckland Council, Bloors and myself, they have agreed to continue maintaining the open space in Allwood Avenue, and will find more local landscapers to carry out the work. This matter had been brought to the attention of our MP so I have informed him that a satisfactory solution has been found.

COMMUNITY ORCHARDS – Details of these and other grant sources have been sent to the Clerk.

UNSUNG HEROES - The Chairman of Breckland Council is keen to hear from Parish Councils of anyone he might be able to award an Unsung Heroes Certificate and pin badge to – from a regular litter picker to flower box attendant!

MAUI FESTIVAL – 22nd-25th August This is the last year at this venue (so I have been told). All residents have been sent a letter with details of operating hours, contact details etc.

A Breckland Duty Officer (Environmental Health) will be available to call and for any noise related enquiries please ring 07798898767

Maui Community Information Line 07910691483 Or email mauiwauievents@gmail.com

Scarning Parish Council Actual to Budgeted Expenditure at 1 August 2024

Administration	Budgeted Expenditure	Actual Expenditure	Over/under spent
Insurance	1,000	896.95	
Clerk's salary	11,000	3,969.56	
Clerk's expenses	450	157.95	
Clerks Paye	150	17.60	
Council phone	50		
Payroll services	100	18.00	
Office supplies	150		
Photocopier ink	-	71.32	
Keyboard and riser		45.88	
Internal Auditor	150	120.00	
External Auditor	400		
Norfolk Parish Training Subscription	450	440.00	
Information Commissioner	40	35.00	
Microsoft subscription – Council laptop	60	59.99	
Community Action Norfolk subscription	-	50.00	
Council website - Wix	100		
Parish website Costs	130	25.00	

Hire of Village Hall	320		
Council Training	300	54.00	
Capital costs			
Cutting roadside verges/meadows play areas (see below)	5,500	1,872.36	
Cutting hedge – Dereham Road	700		
Street lighting energy	1,650	963.85	
Street light maintenance	1,700	942.59	
Street lights – conversion to LEDs	2,000		
Tree survey	500	408.00	
Tree works	500		
Solar lights – repairs	300		
Church clock maintenance	250		
War memorial	-		
Defibrillator costs	352	52.00	
Noticeboard maintenance	-	120.00	
SAM2	-		
Flower boxes – flowers	60	27.20	
General repairs	488		
Grit/dog bins	-		
Blackthorn Drive Play Area			

Grass cutting	Included in verges figure above		
New play equipment	5,000		
Repairs to play equipment	500	165.00	
Play Safety Report	250		
Maintenance of Outdoor Fitness equipment	2,000	2,296.80	296.80
New Air Walker		1,938.00	
Ted Ellis Play Area			
Fence/gates	-	3,895.00	3,895.00
Shipdham Lane Playing Field			
Maintenance costs – grant to Playing Field Committee	3,100	3,100.00	
Outdoor Fitness equipment maintenance	-		
Zip wire maintenance	200		
Tree works			
Grants and Donations			
Grants	2,000	688.82	
Grass cutting in churchyard (Section 137)	1,600	396.92	
Remembrance Day wreath (Section 137)	50		
Community Grants Scheme			
Additional			
Christmas tree	400		

Litter picking		50	7.00	
Events		1,000		
TOTAL		£44,000	£22,834.79	
Bank reconciliation as at 1 August 2024				
Barclays Current Account £26,440.91				
Scottish Widows	£22,084.20	£48,525.11		
Balance c/f	£47,578.17			
Add receipts	£23,781.73			
Less payments	£22,834.79	£48,525.11		
Schedule of Earmarked funds				
Play equipment (Blackthorn Drive)		£12,000.00		
Car Park (Shipdham Lane)		£10,200.00		
Grant to Playing Field Committee – maintenance costs		£ 3,100.00 (Paid)		

