

**Scarning Parish Council**  
**Minutes of the meeting held on 16 September 2024 at Scarning Village Hall**

**Councillors Present:** F Bradford (Chair) T Abel, S Bunn, C Hewson, H Manning, M Steward.

**In attendance:** N Hartley (Parish Clerk), Cllr W Richmond (Norfolk County Council), one member of the public.

**Cllr Bradford said she was recording the meeting.**

### **Public Participation**

A member of the public expressed concerns about the possible positioning of new Speed Gates next to the flower boxes near Cooper Terrace. The Council said that the position of the boxes will be taken into account.

**The meeting went into session.**

### **1 Apologies for Absence**

Apologies were received from Cllr Blackburn, who had a prior engagement, and Cllrs L Turner and P Hewett (Breckland Council).

### **2 Declarations of Interest**

Cllr Hewson declared an interest in any matters relating to Scarning Playing Field Committee.

### **3 Minutes**

It was **RESOLVED** to approve and sign the minutes of the meeting held on 19 August 2024 as a true and accurate record. The Chair signed the minutes.

### **4 Matters Arising**

None.

### **5 Reports of District and County Councillors**

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

Cllr Richmond (Norfolk County Council) said that the footpath from the Village Hall to Podmore Lane should be resurfaced over the course of the week commencing 23 September. He said the proposed Speed Gates should be positioned with due regard to the flower boxes. He offered the Parish Council £5,500 from his Members Budget toward the cost of the Speed

Gates. He said that Norfolk County Council is returning to complete the resurfacing works on Dereham Road near Chestnut Road.

## 6 Planning

### 6.1 Breckland Council decisions:-

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’	Approved

## 7 Proposed High Grove Solar Farm

The Council discussed a consultation document regarding the proposed solar farm. It was **RESOLVED** to withhold comment until such time as further information is available.

## 8 Finance

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

N Hartley, clerk’s salary, £990.79

HMRC, clerk’s Paye, £6

N Hartley, reimbursement for purchase of Council laminator, £18.99

Norfolk Parish Training & Support, councillor induction course, £52

Norfolk Parish Training & Support, grant funding course & essential update seminar, £136

KW Services, grass cutting verges, Water Meadows play areas, £350

TT Jones Electrical Ltd, street lighting maintenance contract, £71.20

MEW Fencing, repairs to Ted Ellis play area, £125

Information Commissioner (Direct Debit), annual subscription, £35

8.2 The meeting received a report of Actual to Budgeted expenditure

## 9 Chair’s proposals for possible economies of scale with Carbrooke Parish Council

Cllr Bradford suggested there might be economies of scale between the two parish councils. It was **RESOLVED** that any savings would be minimal and the Council would not proceed further.

## 10 Chair’s proposals for parish communications for both councillors and the Clerk

Cllr Bradford suggested that councillors might want their own generic gov.uk email. It was **RESOLVED** this was not necessary and that councillors are happy with their current arrangements. It was **RESOLVED** that Cllr Bradford will have a gov.uk mail. Cllr Bradford

suggested an out of office notification for the Clerk on the Council phone and laptop. It was **RESOLVED** this was not necessary.

### **11 Sale of the former Highway Surveyors land at Daffy Green**

The Council considered the Heads of Term document regarding the sale of the former Highway Surveyor's land at Daffy Green. Due to the parcel of property being split up, Cllr Abel requested that the Clerk establish who exactly was buying the Council's land. The Council is awaiting legal costs in this respect. It was **RESOLVED** that subject to an acceptable fee quote for these legal costs the Council will agree the appointment of solicitors and their costs by email, as the Council does not meet again until October 21.

### **12 Contract with TT Jones Electrical Ltd**

The Council considered renewing its street light maintenance contract with TT Jones Electrical Ltd for a further three years. It was **RESOLVED** to renew the contract with TT Jones Electrical Ltd.

### **13 Play Safety Inspection Report in 2025**

The Council considered the appointment of a new contractor as its current contractor is retiring in 2024. The Council considered three quotes. It was **RESOLVED** to request amended quotes to include the Shipdham Lane play equipment – the costs to be shared by the Playing Field Committee and the Parish Council, subject to agreement being obtained at their next meeting.

### **14 Noticeboard for Fen Road**

The Council considered the cost of a new noticeboard at Fen Road as the existing noticeboard needs to be replaced. It was **RESOLVED** to contact Dereham Men's Shed for a quote. Cllr Manning said she may have a suitable piece of wood that could be used.

### **15 Ted Ellis Walk play area**

The Council noted the recent damage that has been done to some of the fencing around the play area. The contractor has replaced the fence panels and screwed in the remaining panels to replace the nails. It was **RESOLVED** to monitor the area with regard to vandalism. The Council will repair any further damage and review if the vandalism continues.

### **16 Parish Partnership Scheme bid for two speed gates**

It was confirmed that Cllr Richmond (Norfolk County Council) will contribute £5,500 toward the cost of the two Speed Gates and the Parish Council will pay 50% of the balance. The Parish

Council will confirm the cost of two gates, which may be less than the quoted figure of £10,000. The Council will ensure the position of the flower boxes is taken into account.

Cllr Abel suggested the Council might want to reconsider a Parish Partnership Scheme application for a sign to the Shipdham Playing Field. It was noted the Council cannot reconsider a decision for six months, but the Council may return to this.

### **17 National Highways Consultation**

The Council considered a consultation document regarding a proposed a speed reduction from 60mph to 50mph on the A47 between Little Fransham and Dereham. It was **RESOLVED** that the Council was not in favour of the proposed change.

### **18 Breckland Council's Unsung Heroes Award**

It was **RESOLVED** to nominate Sharon Goldsworthy for the award for her contributions toward looking after the flower boxes in the parish and litter picking.

### **19 Litter Pick**

It was **RESOLVED** that Cllr Steward will see if he can arrange a Litter Pick on October 5 in line with the next Coffee Morning.

### **20 Representatives' reports**

Cllr Bradford said that the Council will not be making a representation to the Seckar Trust regarding car parking near the school.

Cllrs Bunn, Hewson and Abel said that the Playing Field Committee had cut back the overhanging hedge at the Watlings and cleared the branches from the Council's street light on Park Lane. Cllr Hewson said the Committee will be putting in a grant application for the October meeting.

With regard to the Blackthorn Drive play area, Cllr Bradford said that she and Cllr Manning were looking into a grant from Reaching Communities England and other sources of funding. She said parents were eager for improvements to the play area.

### **21 Items for inclusion in the next agenda**

There were no items for inclusion in the next agenda.

### **22 Next meeting**

The next meeting will be in the Village Hall at 7pm on October 21.

The meeting was closed at 8.40pm.

The Chair of this meeting does not believe that the minutes of the meeting of the Council held on September 16 in respect of an item of Public Participation, and items 7, 9, 10, 16, 17 and 20 were a correct record but her view was not upheld by the meeting and the minutes are confirmed as an accurate record of the proceedings.

Signed ..... Chair

Date .....

## **District Councillor's Report (Cllr L Turner)**

**SNAP** – you are all encouraged to attend the next SNAP meeting which will be held in Scarning Village Hall, on 6<sup>th</sup> 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 17<sup>th</sup> 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.

**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 – 22<sup>nd</sup>-25<sup>th</sup> August** – to date Environmental Officers inform us that there was only one reported complaint from Scarning, in regard to noise and pyrotechnics. Officers managed this quickly and to the resident's satisfaction. It is believed the event is being moved to another venue next year.

**WARD BOUNDARIES** - The Boundary Commission are looking to reshape some ward boundaries within Breckland, to even up the number of electorate etc. To this end, it is proposed that Scarning become a ward in its own right, with one elected member. and called Scarning. Any changes will not take effect until local elections in May 2027

**PROPOSED SOLAR FARM IN BRECKLAND** – The webinar presentation was not very informative in my opinion, and only 10 people across Breckland joined in. There are physical presentations now happening across the district with one in Scarning Village Hall, your Clerk has the details. This is a massive project, with planning permission (or not) with decisions made by the Secretary of State, not Breckland as the Local Planning Authority, so everyone's views are vital.

Any questions? Please email Paul or Lynda

### Scarning Parish Council Actual to Budgeted Expenditure at 1 September 2024

<b>Administration</b>	<b>Budgeted Expenditure</b>	<b>Actual Expenditure</b>	<b>Over/under spent</b>
Insurance	1,000	896.95	
Clerk's salary	11,000	4,960.55	
Clerk's expenses	450	157.95	
Clerks Paye	150	23.40	
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	190.00	
<b>Capital costs</b>			
Cutting roadside verges/meadows play areas (see below)	5,500	3,158.54	
Cutting hedge – Dereham Road	700		
Street lighting energy	1,650	963.85	
Street light maintenance	1,700	942.59	
Street lights – conversion to LEDs	800		

Tree survey	500	408.00	
Tree works	1,200	1,200.00	
Solar lights – repairs	300	144.00	
Church clock maintenance	250		
War memorial	-		
Defibrillator costs	352	52.00	
Noticeboard maintenance	-	120.00	
Noticeboard Fen Road	500		
SAM2	-		
Flower boxes – flowers	60	27.20	
General repairs	488		
Grit/dog bins	-		
<b>Blackthorn Drive Play Area</b>			
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	
<b>Ted Ellis Play Area</b>			
Fence/gates	-	3,895.00	3,895.00
<b>Shipdham Lane Playing Field</b>			
Maintenance costs – grant to Playing Field Committee	3,100	3,100.00	
Outdoor Fitness equipment maintenance	-		
Zip wire maintenance	200		
Tree works			



<b>Grants and Donations</b>			
Grants	2,000	688.82	
Grass cutting in churchyard (Section 137)	1,600	595.38	
Remembrance Day wreath (Section 137)	50		
Community Grants Scheme			
<b>Additional</b>			
Christmas tree	400		
Litter picking	50	7.00	
Events	1,000		
<b>TOTAL</b>	<b>£44,000</b>	<b>£26,796.22</b>	
Bank reconciliation as at 1 September 2024			
Barclays Current Account £22,479.48			
Scottish Widows            £22,084.20	£44,563.68		
Balance c/f                    £47,578.17			
Add receipts                £23,781.73			
Less payments               £26,796.22	£44,563.68		
<b>Schedule of Earmarked funds</b>			
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)		