

DRAFT MINUTES TO BE AGREED AT NEXT FULL PARISH COUNCIL MEETING

**Minutes of a meeting of Scarning Parish Council
held in the Village Hall on 15 March 2010.**

Present All councillors except Mr L Spillman and Ms J Magrath
In attendance Mr N Hartley
 Four members of the public

1. Welcome and Apologies for absence

Mr Glister welcomed everyone to the meeting. He noted apologies had been received from Mr Spillman and Ms J Magrath, who were working, and Mrs E Gould, who was unwell.

2. Declarations of Interest

Mr Glister declared a personal interest in all items on the agenda.

Mrs Brown declared a personal interest in the payment to T Brown, who is her husband.

Mr Eagle declared a personal and prejudicial interest in item 10 and a personal interest in item 16 as a member of the Playing Field Committee.

Mr Farnham declared a personal interest in item 16 as a member of the Playing Field Committee.

3. Minutes

The minutes of the meeting held on 18 January 2010 were confirmed and signed.

4. Matters arising from the minutes

None.

5. Public Participation Period

The meeting was formally closed for public participation.

6. Finance

a. Current Balances

Current Account £4,412.61. Scottish Widows £9,784.03.

b. Payments made and approved in accordance with budget

Cq 101011 Norfolk Parish Training Partnership, CILCA course for clerk, £325

101012 Unpresented cheque

101013 Scarning Village Hall, hire of Village Hall for Parish Council meetings, £96.25

101014 N Hartley, reimbursement of expenses, £185.90
101015 L F Everett & Son, newsletter printing, £79
101016 T Brown, newsletter delivery, £40
101017 K Graver, newsletter delivery, £35
101018 Norfolk Rural Community Council, annual subscription, £15
101019 Glasdon UK Ltd, purchase of litter bin lid, £15.29
101020 Suffolk County Council, picnic benches for Water Meadows play area, £951.75
101021 Glasdon Manufacturing Ltd, two picnic benches for Village Hall, £1,255.29
101022 Lexis Nexis, purchase of Local Council Administration, £59.05

c. Payments received

N Eagle, Highway Surveyors Land annual rent, £5
E Bush, Highway Surveyors Land annual rent, £1
T Rudling, rent at Fir Acre, £1
Scarning Playing Field Committee, annual rent of playing field, £0.05

7. Planning

a. Parish Council comments sent to Breckland Council

Caring Homes, Oak Manor, Dereham Road
Twenty assisted care bungalows (resubmission) No objection

b. Breckland Council Decisions

Scarning Parish Council, Dereham Road,
Lower the kerb outside the hall, add safety barriers outside hall, tarmac car park & move
Bus stop Approved

8. Internal Audit

It was agreed to approve the terms of reference for the Annual Review of the effectiveness of Internal Audit.

9. Model Publication Scheme

It was agreed to adopt the Model Publication Scheme.

10. Highway Surveyors Land at Chapel Lane

It was agreed to extend the lease to N Eagle in respect of Highway Surveyors Land for a further five year term.

11. BT Adopt a Kiosk Scheme

The meeting received an update following its response to BT about the phone kiosk outside the Village Hall. Mr Glister noted that in future it might be possible to extend the phone line into the Village Hall.

12. Grass and hedge cutting Tenders

Tenders were read from G Lake, Norse and R Allsopp. Mr Steward proposed accepting the quote of Mr Allsopp and was seconded by Mr Eagle. It was agreed to accept R Allsopp's quote.

13. Recycling Bank

It was agreed to write to the Playing Field Committee to see if it is willing to have a recycling bank on the Village Playing Field, the proceeds from which would go to the Playing Field Committee.

14. Grit Bins

Mrs Brown proposed the installation of a grit bin at Welden Road. She was seconded by Mr McSkimming. Mr Eagle proposed the installation of a grit bin on Chapel Lane near the junction with the A47. He was seconded by Mr Steward. It was agreed to install two 370 litre grit bins in both locations, subject to approval from Norfolk County Council.

15. Village Directory

The clerk suggested producing an 8 page A5 booklet, which would contain more information than the existing directory, cost £525. It was agreed to see if it is possible to have advertising in the Directory and to find the cost of printing Norfolk Link.

16. Outdoor Sports Equipment

It was suggested, as the Parish Council has surplus funding, that it might install outdoor fitness equipment on the Village Playing Field. It was agreed to write to the Playing Field Committee to see if it would like some of this equipment.

17. Safety Surfacing for Outdoor Sports Equipment

The installation of additional safety surfacing for the Outdoor Sports Equipment on Water Meadows play area was suggested. It was agreed to check with Norse whether it is acceptable to have a concrete surface around the existing surfacing.

18. Archives

The clerk proposed depositing old parish documents in the Norfolk County Council archive. It was agreed that the Parish Council would like to keep a copy of its records and store them in the Village Hall. The clerk will approach Kitty Lynn for the cost of copying documents and Richard Allan with regard to putting the documents on the parish website.

The meeting was closed to the public.

19. Clerk's Phone Costs

The clerk proposed that if he moved onto a new BT plan the Parish Council might pay half the bill as this will still be less than the amount the Parish Council is currently paying. This was agreed.

There being no further business the meeting was closed at 9pm.