

**Minutes of the Annual Meeting of Scarning Parish Council  
held in the Village Hall on 16 May 2011.**

Present Mrs W Brown, Mr C Farnham, Mr Faulkner, Mrs J Hamling,  
Ms J Magrath,, Mr M Steward, Mr R Walton.  
In attendance Mrs D Irving, Mrs E Gould, Mr N Hartley  
Four members of the public

1. Election of Chairman and Vice Chairman

Councillors signed the Declaration of Acceptance of Office forms.

Mrs Brown was appointed Chairman. Mr Steward was appointed Vice Chairman.

Mrs Brown noted that she wanted Scarning to be a tidier village that was free of litter and dog mess. She wanted parishioners to take pride in their village. She said she was keen to support Wensum Valley Trust's work on the Water Meadows and to find a means through which the meadows could be managed. She also expressed her wish that there was an Annual Fete, supported by the Parish Council and village bodies.

2. Co Option of Members

Mr Farnham was reappointed to the Parish Council. Mrs Hamling and Mr Faulkner were appointed to the Council.

3. Welcome and apologies for Absence

The chairman noted that apologies had been received from Mr Horwell, who was working.

4. Declarations of Interest

Mrs Brown declared an interest in item 18 on the agenda.

5. Minutes

The minutes of the meeting held on 14 March 2011 were confirmed and signed.

6. Matters Arising

It was noted that the path around the Outdoor Fitness equipment was complete, though it may need reseeding around the edges in due course.

Mrs Irving was asked about the moving of the bus stop. She said she was dealing with this.

## 7. Public Participation

The meeting was adjourned for Public Participation.

## 8. Finance

a. The clerk informed the meeting that the current account balances are as follows:-  
Current Account £ Scottish Widows £17,422.05 Barclays £17,822.41

### b. Payments made and approved in accordance with budget

Cq 101095 BT, part payment clerk's phone/internet costs, £55.11  
101096 Scarning Playing Field Committee, annual grant, £3,500  
101097 Cheque not used.  
101098 Norfolk Training Partnership, PAYE information session, £20  
101099 K Graver, newsletter delivery, £35  
101100 NALC, annual subscription, £368.58  
101101 E-on, unmetered supplies, £90.01  
101102 NALC, purchase of two Parish Councillor Guides, £31  
101103 P Yaxley, grass cutting in Scarning Churchyard, £320  
101104 Walton Associates, annual service of church clock, £75  
101105 Whiterod Surfacing Ltd, path around Outdoor Fitness Equipment, £ 2,700  
101106 Mansfield Fencing, new goal and moving goals, £300  
101107 Scottish Widows, transfer of funds to Parish Council account, £7,000  
101108 Zurich Insurance, annual premium, £1,313.43

### c. Payments Received

Breckland Council, part precept, £16,000  
HM Customs & Revenue, VAT refund, £463.83

## 9. Annual Return

The Annual Return was agreed and signed.

## 10. Insurance Premium

The clerk noted that the renewal premium from Aon was £2,186.08, but that Zurich were quoting £1,313.43. It was agreed to change to Zurich Insurance.

#### 11. Additional Signatories to Parish Council Bank Account

It was agreed to add Mr Faulkner, Mr Farnham and Mr Walton as signatories.

#### 12. Additional Signatories Scarning Fuel Allotment Charity

It was agreed to add Mr Faulkner, Mr Farnham and Mr Walton as signatories.

#### 13. Playing Field Committee Representatives

It was agreed to reappoint Mr Farnham and to appoint Mr Faulkner as the Parish Council's representatives on the Playing Field Committee.

#### 14. Scarning United Charities

It was agreed to appoint Mrs Brown and Mr Walton as the Parish Council's representatives on Scarning United Charities.

#### 15. Tree Warden

It was agreed to appoint Mr Farnham as Tree Warden.

#### 16. Bowls Club Grant

It was noted that the Bowls Club proposed using the Parish Council grant of £2,500 to build half of the verandah and to complete the remainder when funds allow. The clerk noted that the Bowls Club was able to apply for funding from outside funders, but had chosen not to. It was questioned whether the Parish Council approved of the above.

It was agreed to support the construction of half of the verandah, but the Bowls Club to submit the revised quotation before the cheque was issued.

#### 17. Grants Policy

The clerk proposed an additional clause in the Council's grant policy stating that all monies must be used within a stated period of time.

It was agreed that any works for which funding has been granted should commence within twelve months of the agreement to fund. And that there should be a means through which the Parish Council can clawback monies if required.

### 18. Newsletter Delivery

Mrs Brown left the room. In view of rising petrol costs, it was agreed to increase T Brown's delivery costs to £50.

### 19. Purchase of Bulbs

A proposal was considered to plant daffodils in the village as part of the Queen's Diamond Jubilee celebrations next year. It was agreed to find out from Norfolk County Council where bulbs can and cannot be planted. It was also agreed to find out who could plant them and at what cost.

In view of the current economic climate, it was suggested and agreed to place a piece in the newsletter requesting parishioners' views.

### 20. Purchase of Christmas Tree

A proposal was considered to have a Christmas Tree outside the Village Hall. It was agreed to obtain costs and to approach the Village Hall Trust & Estate.

### 21. Parish Noticeboards

A proposal was considered to clean/repair the parish noticeboards. It was agreed to obtain costs.

### 22. New Dog Bins

It was agreed to purchase and install a new dog bin at Brooks Drive/Draytonhall Lane. It was also agreed to move the dog bin at the entrance to the Water Meadows by Blackthorn Drive to a more prominent position.

It was agreed to include a piece in the newsletter, and on the website about clearing up dog waste, as well as approaching the Dereham Times and Breckland Voice re the same.

### 23. Scarning Fuel Allotment Charity

It was agreed to allow Mrs Bunn to erect a greenhouse on her allotment at Scarning Fen.

### 24. Management of Scarning Water Meadows

It had been suggested by Wensum Valley Trust and Breckland Council that the Parish Council might like to take over management of Scarning Water Meadows. It was agreed to open a dialogue with Breckland Council in this respect. A subcommittee was formed, comprising Mrs Brown, Mr Walton, Mr Faulkner, Mr Horwell and Mrs Hamling.

#### 25. Pavement from Chestnut Road to Cooper Terrace

It was agreed to approach Norfolk County Council as to the possibility of a footpath from Chestnut Road to Cooper Terrace; this matter having been raised on a number of previous occasions.

#### 26. Planning

##### **a. Parish Council Comments sent to Breckland Council**

Caring Homes Group, Oak Manor, Dereham Road Three single storey extensions to create day spaces with landscaping	No objection
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##### **b Breckland Council Decisions**

Caring Homes Group, Oak Manor, Dereham Road, 24 assisted care bungalows	Approved
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Miss J Magrath, Scarning Dale Conversion of former wedding room to holiday unit	Approved
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Mr M Whitehead, The Grange, Dereham Road Minor material amendment to pp 3PL/2008/1650/F	Approved
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Caring Homes Group, Oak Manor, Dereham Road Ext of time on pp 3PL/2008/1505/F – add 3 single storey exts to create day spaces	Approved
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#### 27. Clerk's Salary

It was agreed to move the clerk to Salary Band 21.

There being no further business, the meeting was closed at 8.50pm.