

DRAFT MINUTES TO BE CONSIDERED FOR APPROVAL AT THE NEXT PARISH COUNCIL MEETING

**Minutes of the Annual Meeting of Scarning Parish Council
held in the Village Hall on 17 May 2010.**

Present Mr A Glister, Mr M Steward, Mrs W Brown, Mr N Eagle, Mr C Farnham,
Mr J McSkimming, Ms J Magrath, Mr L Spillman
In attendance Mr N Hartley
County Councillor, Mrs D Irving
Three members of the public

1. Election of Chairman and Vice Chairman

Mr Glister was elected Chairman and Mr Steward as Vice Chairman.

2. Apologies for Absence

The chairman noted apologies had been received from Mrs Hudson, who is on holiday.

3. Declarations of Interest

Mr Glister declared a personal interest in all items on the agenda and a prejudicial interest in the cheque to him for the Chairman's Allowance.

Mr Eagle and Mr Farnham declared personal interests in the payment to the Playing Field Committee, as both are members of the Playing Field Committee.

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

4. Minutes

The minutes of the meeting held on 15 March 2010 were confirmed and signed.

5. Matters Arising

Mr Glister informed the meeting in his capacity as Chairman of the Village Hall Trust & Estate that the works to the front of the Village Hall are proceeding. The Trustees have held another meeting with Norfolk County Council and paid approximately £4,600 out of the Parish Council's £5,000 grant. This does not include tarmacing the shingled area at the front of the hall, nor the soak away that will be needed. The ramps to the kitchen will need to be lowered to the new level of the front of the hall and asphalted in with the frontage.

Mr Steward asked about Safety Surfacing for the Outdoor Sports equipment on the Water

Meadows. The clerk noted that this had not been agreed by the Parish Council, but added that it would be possible to have concrete surfacing if the matter proceeds.

Mr Eagle confirmed that one grit bin was to be installed at each of the locations.

6. Public Participation

The meeting was adjourned for Public Participation.

7. Finance

The clerk informed the meeting that the current account balances are as follows:-
Current Account £17,966.94. Scottish Widows £9,784.03

Payments made and approved in accordance with budget

- Cq 101023 Scarning Playing Field Committee, grant, £2,500
- 101024 Scarning PCC, grant for upkeep of closed part of churchyard, £2,000
- 101025 A Glistler, chairman's allowance, £150
- 101026 NALC, annual subscription, £362.58
- 101027 L F Everett & Son, printing newsletter, £79
- 101028 T Brown, newsletter delivery, £40
- 101029 K Graver, newsletter delivery, £35
- 101030 N Hartley, reimbursement of expenses, £110.16
- 101031 Eastern Office Equipment, envelopes, £4.68
- 101032 E-on, unmetered supplies, £90.01
- 101033 Richard Eagle (contracting), timber goal back on Meadows play area, £117.50
- 101034 Scottish Widows (Parish Council account), transfer of funds, £8,000
- 101035 A Mobbs, cleaning bus shelters and repairing litter bin, £40
- 101036 Walton Associates, annual service of church clock, £70
- 101037 K Graver, newsletter delivery, £35

Payments Received

- Breckland Council, part precept, £15,000
- HM Revenue & Customs, repayment of VAT, £2,048.68

8. Planning

a. Parish Council comments sent to Breckland Council

Mrs S Pollen, 23 Park Lane
Variation of condition 5 – relocation of access

No objection

Mrs L Barnes, 10 Allwood Avenue
Erection of single storey disabled facilities rear extension to existing house No objection

b. Application Considered

Mr & Mrs G Smith, 60 Allwood Avenue
Extension to hall and new utility room No objection

9. Annual Return

The clerk noted that the Internal Audit was complete.

The chairman and the clerk signed the Annual Return.

10. Standing Orders and Financial Regulations

Amended copies of the Parish Council's Standing Orders and Financial Regulations were considered and approved.

11. Complaints Procedure

An amended Complaints Procedure was considered and approved.

12. Insurance

A working party of Mrs Brown, Mr McSkimming and Mr Spillman had considered the parish council's existing insurance policy. The proposals put forward were considered by the council. Amendments to the policy will be made in accordance with those matters agreed.

13. Data Protection

The clerk informed the council that it was necessary to register with the Information Commissioner in respect of Data Protection. The fee of £35 was approved.

14. Village Directory

It was agreed to maintain the existing format. It was also agreed that as there will be elections next year, it would be better to wait until after the election before proceeding with a new directory.

15. Recycling Bank

A letter from Breckland Council was read in which it was noted that the District Council was not prepared to sign up to the conditions Norfolk County Council wishes to impose in respect of a Recycling Bank at the village sign lay-by. Mr Steward, chairman of the Playing Field Committee, noted that the playing field was not considered a suitable site for a Recycling Bank. It was agreed that as no suitable site can be found to hold the matter in abeyance.

16. Village Playing Field Land

This matter was not discussed as no letter had been received.

There being no further business the meeting was closed at 9.28pm.