

**Minutes of a meeting of Scarning Parish Council
held in the Village Hall on 17 November 2014.**

Present Mrs W Brown, Ms F Bradford, Mr C Farnham, Mr S Faulkner,
Mr N Horwell, Ms J Magrath, Mrs P Page, Mr M Steward,
Mrs E Gould, Mr W Richmond. Seven members of the public. In attendance Mr
N Hartley.

1. Welcome and Apologies for Absence

Mr D Wood did not attend the meeting.

2. Declarations of Interest

Mrs Brown in the cheques to herself and Mr T Brown.
Ms Bradford in the cheque to S Bradford.

3. Minutes

The minutes of the meeting held on 15 September 2014 were confirmed and signed.

4. Matters Arising

The clerk noted that he was waiting to hear from the Village Hall Trust with regard to the installation of a defibrillator outside the Village Hall.

The clerk noted with regard to the possible sale of the former Highway Surveyors Land at Daffy Green and Chapel Lane that he is waiting to hear from Norfolk County Council regarding the ownership of the land.

The clerk noted that Mr Allsop has cleared the former Broadway allotment site in response to a request from the Parish Council and will be issued a new tenancy for next year. It was noted that Parsons and Co had valued the rent of the land at £325 pa. The Parish Council had already agreed to increase the rent to £311.14 pa.

The clerk read a reply from First Bus regarding the discrepancy in the price of a ticket from Black Horse Close and Chestnut Road. The discrepancy is due to price zoning differences. There are no plans to change these at the moment.

5. Finance

a. Current balances

Barclays Current account £19,795.40 Scottish Widows £20,150.40

b. Payments made and approved in accordance with budget

Cq 101525 BT Payment Services ltd, part clerk's phone/internet costs, £45.49
101526 Mansfield Fencing, repair of gate at Water Meadows play area, £20
101527 David Bracey, play area inspection report, £90
101528 Norfolk Association of Local Councils, ticket for Autumn Seminar, £45
101529 P Yaxley, grass cutting in Scarning churchyard, £360
101530 Eon, unmetered supplies, £90.74
101531 A Newton, cut hedge from Black Horse Close to Hill Rise, £162
101532 N Hartley, reimbursement of expenses, £195.65
101533 Cancelled and replaced as below, cheque number 101555
101534 Walton Associates, annual service of church clock, £75
101535 NGF Play Ltd, Outdoor Fitness equipment maintenance, £90
101536 L F Everett & son, printing newsletter, £212
101537 T Brown, newsletter delivery, £50
101538 W Brown, newsletter delivery, £10
101539 N Hartley, newsletter delivery, £10
101540 S Bradford, newsletter delivery, £10
101541 C Eglen, newsletter delivery, £10
101542 J Hamling, newsletter delivery, £10
101543 M Hammond, newsletter delivery, £10
101544 A Protheroe, newsletter delivery, £10
101545 N Protheroe, newsletter delivery, £10
101546 Big C, charitable donation, (Section 137), £100
101547 Dereham Cancer Care, charitable donation, (Section 137), £100
101548 East Anglian Children's Hospice, charitable donation, (Section 137), £100
101549 East Anglian Air Ambulance, charitable donation, (Section 137), £100
101550 Vitalise, charitable donation, (Section 137), £100
101551 Norfolk Accident Rescue Service, charitable donation, (Section 137), £100
101552 Dereham Blind Club, charitable donation, (Section 137), £100
101553 Viking, purchase of stamps, £58.98
101554 A Newton, cut and flail grass at Scarning Water Meadows, £780
101555 Scarning Parish Council, transfer of funds to Scottish Widows account, £13,000
101556 S Mansfield, supply and install rubber matting at goals on Water Meadows,
£1,055

c. Payments Received

Breckland Council, part precept, £17,442.35
Sale of First World War book, £10

d. Report of actual expenditure against budgeted expenditure

e. Report from Internal Control Officer

The report was held until the next meeting.

6. Financial Regulations

The amendments to the Council's Financial Regulations were approved. It was agreed that a copy of the bank statement will be sent to Mr C Farnham as Internal Control Officer.

7. Risk Assessment Review

The annual Risk Assessment Review was approved.

8. Resolution regarding Parish Council Land

It was noted that Spire Solicitors will not release legal documents to Norfolk County Council regarding the registering of Parish Council land without a resolution of the Council. The resolution was agreed.

9. Public Participation

Mrs Gould suggested the Parish Council apply to Breckland Council to part fund the purchase of Outdoor Fitness equipment.

Mrs Gould noted that under Breckland's Switch and Save Scheme, 77 per cent of people saved at least £50 on their fuel bills. She noted that there is another round of consultation regarding the Local Development Framework. She also noted, regarding Bottle Banks, that Breckland Council will make up any shortfall lost due to the fact that bottles can now be put in householders' recycling bins.

Mrs Gould introduced Linda Turner, the Deputy Leader of Breckland Council, who attended the meeting.

Mr Glister noted that Scarning PCC was grateful to the Parish Council for its past funding regarding cutting the grass in the churchyard.

Mr Richmond noted that the Highway Rangers are returning to Scarning and to notify them of any relevant works.

Mr Hewson noted the disappointment of some members of the parish that no representative of the Parish Council laid the wreath on the War Memorial on Remembrance Sunday.

10. Scarning PCC Grant Application

Mrs Brown noted that the application from Scarning PCC to fund the grass cutting in Scarning Churchyard should be considered in light of the Internal Auditor's comments regarding whether the church is impoverished and whether it is a village amenity. A copy of

the church's accounts had been submitted to Council members. The expenditure on the current works to the church was noted. It was agreed to fund the grass cutting next year.

Three quotes regarding the work were submitted to the Council. It was agreed to remain with Mr Yaxley, who currently cuts the grass.

11. Outdoor Fitness Equipment

It was agreed to approach Breckland Council for match funding to purchase six items of Outdoor Fitness equipment for the Village end Playing Field. It was agreed that the Parish Council will put in £6,000 towards the purchase of the equipment on the basis that it can obtain match funding for the other £6,000.

It was agreed that it is not necessary to put fencing around the equipment.

12. Newsletter

The clerk noted that the newsletter does not contain much information in each edition. It was agreed to consider revising the advertising costs at the next Parish Council meeting and to liaise with the editors of the Shipdham newsletter.

13. Grass Cutting on Scarning Water Meadows

Three quotations to cut the grass on Scarning Water Meadows were considered. It was agreed to appoint Mr A Newton.

14. Grass Cutting on Dereham Road, Podmore Ford and Scarning Fen

Three quotations to cut the grass on Dereham Road, Podmore Ford and Scarning Fen were considered. It was agreed to appoint Mr A Newton.

15. Blackhorse Close to Hill Rise Hedge

The Council had submitted an invoice to Norfolk County Council in respect of cutting the hedge from Blackhorse Close to Hill Rise. The County Council does not consider it is responsible for cutting the hedge. It was agreed that as the footpath runs adjacent to the hedge and as the cost is not excessive, the Parish Council will cut the hedge.

16. Youth Shelter

It was agreed to make an insurance claim in respect of the damage to the Youth Shelter on the

Water Meadows.

17. Budget 2015/16 and Precept

The Parish Council Budget 2015/16 was set and agreed. See attached.

It was agreed to divide £300 from the amount set aside for charitable donations equally between Dereham Meeting Point and the CAB this year.

The Council set its Precept at £30,000.

18. Planning

a. Comments sent to Breckland Council

Mr N Parsons, 5 Park Lane
Proposed flank extension and internal revisions
No objection

Mr N Parsons, 5 Park Lane
Erection of traditional timber framed 2 bay garage
No objection

b. Breckland Council decisions

Mr & Mrs Riley, Grange Cottage, Dereham Road
Two storey and new access
Approved

Mr N Parsons, 5 Park Lane
Proposed flank extension and internal revisions
Approved

There being no further business, the meeting was closed at 8.30pm.

Scarning Parish Council Budget 2015/16

| | Expenditure |
|---|---|
| Clerk's salary & expenses | 6,600 |
| Office supplies | 400 |
| Insurance | 1,600 |
| Grass/hedge cutting | 2,800 (includes item 6 below) |
| Grass cutting on Water Meadows | (as above) |
| Lighting | 400 |
| Lighting Maintenance | 600 |
| Printing newsletter | 1,225 |
| Delivering newsletter | 520 |
| External Auditor | 250 |
| Internal Auditor | 125 |
| Play Equipment Report | 100 |
| Church Clock Maintenance | 80 |
| Subscriptions to NALC and Norfolk Rural Community Council | 400 |
| Fee to Information Commission | 40 |
| Hire of Village Hall | 100 |
| Parish website Costs | 250 |
| Maintenance of/works to Outdoor Fitness equipment | 1,000 |
| Grant to Playing Field Committee | 4,000 |
| Grass cutting in churchyard (Section 137) | 1,600 |
| Water Meadows Play Area | 2,000 |
| Water Meadows Cut scrub/grass | 850 |
| Water Meadows Conservation | 540 |
| Chairman's Allowance | 100 |
| Council Training | 200 |
| Charitable donations | 1,000 (includes Donation to CAB and Meeting Point as below) |
| Donation to CAB | Included in above figure |
| Donation to Meeting Point | Included in above figure |
| Wreath | 50 |
| Christmas Tree outside Scarning Church/lights | 300 |
| Cut hedge from Black Horse Close to Hill Rise | 160 |
| Contingency Fund | 2,710 |
| TOTAL | £30,000 |