

**Minutes of the Annual Meeting of Scarning Parish Council  
held in the Village Hall on 20 May 2013.**

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

1. Election of Chairman and Vice Chairman

Mrs Brown was elected Chairman and Mr Steward Vice Chairman.

2. Apologies for Absence

Apologies were received from Mrs F Bradford, who was working.

3. Declarations of Interest

Mrs Brown in the cheques to herself and Mr T Brown.  
Mr R Walton in the cheque to himself.

4. Minutes

The minutes of the meeting held on 18 March 2013 were confirmed and signed.

5. Matters Arising

The Council is still awaiting the results of its application for a path from Chestnut Road to Cooper Terrace.

Norfolk County Council will not consider traffic calming measures on Allwood Avenue as it is not an accident cluster site.

Norfolk County Council would be reluctant to move the Speed Control sign on Draytonhall Lane to Dereham Road.

6. Finance

a. The clerk informed the meeting that the current balances are as follows:-  
Current Account £20,481.06 Scottish Widows £15,391.06

b. Payments made and approved in accordance with budget

Cq 101338 Scarning Playing Field Committee, annual grant, £4,000  
101339 Norfolk Rural Community Council, annual subscription, £20  
101340 NALC, annual subscription, £375.36  
101341 P Yaxley, cutting grass in churchyard, £88  
101342 Cheque not used  
101343 Stulee Ltd, cleaning outdoor fitness and play equipment, £192  
101344 E-on, street light supplies, £88.77  
101345 N Hartley, reimbursement for purchase of External Hard Drive, £39.99  
101346 L F Everett, printing newsletter, £460  
101347 T Brown, newsletter delivery, £100  
101348 W Brown, newsletter delivery, £20.00  
101349 R Walton, newsletter delivery, £20.00  
101350 N Hartley, newsletter delivery, £20.00  
101351 M Hammond, newsletter delivery, £20  
101352 J Hamling, newsletter delivery, £20.00  
101353 C Eglen, newsletter delivery, £25.00  
101354 A Protheroe, newsletter delivery, £25.00  
101355 E Winterbone, newsletter delivery, £10.00  
101356 LF Everett, newsletter printing, £460  
101357 NPTP, councillor training course for Mrs Bradford, £35  
101358 Realise Futures, bench for Water Meadows, £540  
101359 P Yaxley, cutting grass in churchyard, £176  
101360 Zurich Municipal, annual insurance premium, £1,136.92  
101361 Scottish Widows, transfer of funds, £10,000  
101362 W Brown, reimbursement for purchase of Memory Stick, £10

#### c. Payments received

Mr & Mrs D Gilkes, newsletter adverts, £20  
Dereham Golf Club, newsletter advert, £10  
HM Revenue & Customs, refund of VAT paid, £1,237.34

### 7. Annual Return

The Annual Return was agreed and signed by the Chairman.

### 8. Internal Control Officer

Mr Walton was re-elected as Internal Control Officer.

### 9. Water Meadows sub committee

Mrs Brown, Mr Walton, Mr Faulkner, Mrs Bradford and Mr Horwell were re-elected members of the Water Meadows sub committee.

### 10. Risk Assessment of Assets Report

A copy of the report had been sent to all councillors. Mr Walton agreed to repaint the bench on the playing field at no cost.

#### 11. Public Participation

Mrs Gould noted that more than 2,000 people have signed up to the Breckland Switch & Save scheme. It is hoped in the long term to extend the scheme to the purchase of oil.

Mr Richmond noted he is meeting a representative of Norfolk County Council regarding the roads in the village.

It was questioned who owns Scarning Playing Field. It was agreed that Scarning Parish Council acts as a guardian for the field. Documentation regarding ownership is to be sought.

#### 12. Scarning Christmas Tree Fair

It was agreed that the committee established to run the event should make a Grant Application to the Parish Council for the cost of the Christmas trees. The grant should be made conditional on the proceeds of the sale of the trees being divided among the various charities taking part.

#### 13. Queen Elizabeth Fields Challenge

It was agreed to find documentation regarding ownership of the Playing Field.

#### 14. Section 106 Funding

The Playing Field Committee had noted that it would like to lay down a path from the back of the Village Hall to the Pavilion. It was noted that this would qualify for a grant under Section 106 Funding. It was agreed that the clerk will liaise with Mr K Steward in this respect.

#### 15. Advertising Costs in Village Newsletter

It was agreed to increase costs to £40 for half page and £70 for a full page, with a 10% discount for Scarning residents.

It was also agreed to set a restriction on the number of advertising pages. Whatever the size of the newsletter, it should contain no more than 25% of adverts.

#### 16. Grit Bins

It was agreed to locate a bin at the junction of Chapel Lane and Dereham Road as



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