

## Annual Meeting of Scarning Parish Council

The Annual Meeting of Scarning Parish Council will be held in the Village Hall at 7.30pm on 19 May 2014 to consider the items on the agenda below.

### AGENDA

1. To elect Chairman and Vice Chairman
2. To consider any apologies for absence
3. To receive declarations of personal or business interest in any of the following items on the agenda.
4. To confirm the minutes of the meeting held on 17 March 2014
5. To receive any matters arising from the minutes ( for information only )
6. Finance
  - a. Current Balances
  - b. Payments to be made and approved in accordance with the budget
    - BT Payment Services Ltd, part clerk's phone/internet costs, £85.04
    - Randells, repair of cutter for Water Meadows, £109.88
    - E Jacobs & son, purchase of two 5 a side goals for Water Meadows play area, £2,232
    - Scarning Playing Field Committee, annual grant for maintenance of Village Playing Field, £4,000
    - Scarning Parish Council, transfer of funds to Scottish Widows account, £12,000
    - S Dalliston, mileage re consultation work for Scarning Conservation Volunteers, £135
    - N Hartley, reimbursement of cost of photos for war booklet, £100.20
    - LF Everett & Son, printing newsletter, £400
    - T Brown, newsletter delivery, £50
    - W Brown, newsletter delivery, £10
    - R Walton, newsletter delivery, £10
    - N Hartley, newsletter delivery, £10
    - S Bradford, newsletter delivery, £10
    - J Hamling, newsletter delivery, £10
    - M Hammond, newsletter delivery, £10
    - C Eglen, newsletter delivery, £10
    - A Protheroe, newsletter delivery, £10
    - N Hartley, reimbursement for purchase of stamps, £6.36
    - Scarning Conservation Volunteers, transfer of funds for small payments, £200
    - Eastern Office Equipment, purchase of staples for staple gun, £7.49

E-on, street light supplies, £88.77  
Mansfield Fencing, remove/dispose of goalposts at small play area, £40  
NGF Play Ltd, maintenance of Outdoor Fitness equipment, £90  
P Yaxley, grass cutting in Scarning churchyard, £90  
P Yaxley, grass cutting in Scarning churchyard, £180  
N Hartley, reimbursement for purchase of padlocks for 5 a side goals, £48.91  
R Eagle, removal of grass cuttings from Water Meadows, £96  
NALC, annual subscription, £361.96  
NALC, purchase of copy of Local Councils Explained, £55.99  
NALC, purchase of Good Councillor guides, £24.09  
D Harrow, fee for internal audit, £125

c. Payment Received

Breckland Council, part precept, £17,442.35

7. To receive Internal Audit Report
8. To consider and complete Annual Return
9. To consider appointment of new Internal Control Officer
10. To appoint new bank signatory
11. To appoint new Parish Council representative on Scarning United Charities
12. To receive Risk Assessment of Assets Report
13. To consider any amendments to Financial Regulations and Standing Orders
14. To consider appointment of insurance company for the year
15. To consider winding-up Water Meadows subcommittee
16. To adjourn the meeting for Public Participation
17. Planning

a. Comments sent to Breckland Council

Gorgate Ltd, 54 Swaffham Road,  
Shop front to commercial unit

No objection

b. Breckland Council decisions

Mr C Amos, Woodstock, Dereham Road  
Change of use from retail to estate agency at 54 Swaffham Road  
Approved

Mr & Mrs Baldry, The Homestead, Dereham Road  
Change of use of holiday let to residential dwelling  
Refused

**c. Application to be considered**

Mr S Cason, 11 Hill Rise  
Demolition of single storey rear wing, addition of two storey rear extension and  
single storey front  
sitting room extension

18. To consider installation of adoption of BT phone box outside Village Hall and  
replace phone  
equipment with a defibrillator
19. To consider purchase and funding of Outdoor Fitness equipment for Scarning  
Playing Field
20. To consider replacement of existing grass cutting contractor

**The meeting will be closed to the public**

21. To consider annual review of the clerk's salary

**The Parish Clerk can be contacted on 687492 or at [scarningclerk@btinternet.com](mailto:scarningclerk@btinternet.com)**

**The next Parish Council meeting will be at 7.30pm in the Village Hall on 21 July 2014.  
Members of the public are invited to attend.**