

## **Draft Minutes of the Parish Council Meeting held in the Village Hall on 15 January 2018**

Present Cllrs W Brown (Chair), F Bradford, C Farnham, S Faulkner, C Hewson, J Magrath, P Page, M Steward.

Mr W Richmond (Norfolk County Councillor) Mrs L Turner (Breckland Councillor)

In attendance Mr N Hartley (Parish Clerk). Five members of the public.

### 1. Apologies for absence

None.

### 2. Declarations of Interest

None.

### 3. Minutes

The minutes of the meeting held on 20 November 2017 were approved and signed as a true and accurate record.

### 4. Matters Arising

None.

### 5. Resignation of Cllr Dickerson

The resignation of Councillor Dickerson was noted.

### 6. Public Participation

The meeting was adjourned for Public Participation. Cllr Turner reminded local groups to register for Breckland Council's Lottery scheme.

Cllr Richmond noted that the bus shelter is scheduled to be moved from near Black Horse Close on 5 February. He was asked if the drain outside 1 Hall Cottages can be cleared to prevent flooding. The cause of the flooding under the Arch on Dereham Road is to be attended to.

The recent accidents on the A47 were discussed. It was noted that there are less accidents at the Honingham junction, which is similar to the junction at Draytonhall Lane. It was suggested that there could be slip roads at the junctions along the A47 through Scarning. Other proposals were put forward. The Council will continue to pressurise the Highways Agency.

It was noted that members of the Scarning Conservation Volunteers are meeting a representative of Norfolk Wildlife Trust to see if the Trust may be interested in assuming responsibility for the Water Meadows. It was noted that the sign at Lucy's Meadow had been vandalised and was being repaired.

## 7. Planning

### a. Breckland Council decisions

Mrs H Hudson, Fenacre, Fen Road Removal of agricultural restriction condition on ML2934 & ML2627	3PL/2017/1072/VAR Withdrawn
Mr & Mrs T Abel, Pennymeadows Nursery, Podmore Lane Residential development (two detached bungalows)	3PL/2017/1302/F Refused
Mr & Mrs T Abel, Pennymeadows Nursery, Podmore Lane Construction of one, two storey, semi detached residential property (two dwellings), construction of two single garages and associated works	3PL/2017/1303/F Refused
Mr C Baldry, adjacent Berm House, Dereham Road Conversion of outbuilding/garage to form dwelling and erection of garage	3PL/2017/1313/F Refused

### b. Application considered

Mr & Mrs S Calvert, Blackdown Cottage, Rushmeadow Road Extension to front of property, demolish conservatory and construct single storey extension No objection	3PL/2017/1626/HOU
---	-------------------

## 8. Finance

### a. Current balances

The Council's current balances were noted as follows:

Barclays £2,802.49    Scottish Widows £13,897.49

### b. The Council resolved to approve the following payments:

- Cq 101915 The Milestone Society, donation toward renovation of Scarning milestones, £60  
(Section 137)
- 101916 Thinking Rural, payroll services, £12
- 101917 NGF Play Ltd, maintenance of Outdoor Fitness equipment, £378
- 101918 Wensum Valley Electrical Ltd, putting up Christmas tree lights, £78
- 101919 A Newton, felling damaged tree on Dereham Road and remove, £600

101920 N Hartley, reimbursement of part clerk's phone/internet costs, £88.52  
101921 Big C, charitable donation (Section 137) £100  
101922 Dereham Cancer Care, charitable donation (Section 137) £100  
101923 East Anglian Children's Hospice, charitable donation (Section 137) £100  
101924 East Anglian Air Ambulance, charitable donation (Section 137) £100  
101925 Dereham Blind Club, charitable donation (Section 137) £100  
101926 Revitalise, charitable donation (Section 137) £100  
101927 Norfolk Accident Rescue, charitable donation (Section 137) £100  
101928 Citizens Advice Bureau, donation towards running costs, £150  
101929 Dereham Meeting Point, donation towards running costs (Section 137) £150  
101930 Viking, purchase of stamps, £61.51  
101931 Thinking Rural, payroll services, £12  
101932 Eon, unmetered supplies, £155.35

#### c. Payments Received

UK Power Networks, wayleaves, £31.90  
P Catchpole, newsletter advertisement, £90  
E Fox, newsletter advertisement, £90

#### d. Actual to Budgeted Expenditure

The meeting received a report of Actual to Budgeted expenditure.

### 9. Interim Audit Report

The meeting received an Interim report from the Council's Internal Auditor. There were no errors in the financial records.

### 10. Grant to Scarning Playing Field

Mr Steward noted that in view of the Playing Field Committee's current reserves, a grant of £3,500 from the Council would be sufficient for 2018/19. It was unanimously RESOLVED to make a grant of £3,500 to Scarning Playing Field Committee to maintain Scarning Playing Field.

### 11. Donation to the cost of a Dereham/Scarning walkers pack

The Council considered a request to make a donation toward the cost of a Dereham/Scarning walkers pack. It was unanimously RESOLVED to direct the group to Breckland Council's lottery scheme.

### 12. Drones

A request had been received to fly a drone over Scarning Playing Field and the Water Meadows. It was noted that Breckland Council had refused permission for the Water Meadows.

It was unanimously RESOLVED not to allow permission to fly a drone over the Playing Field in view of the proximity to houses.

### 13. Newsletter

The Council considered the content and format of the village newsletter. It was unanimously RESOLVED to cease publication of the newsletter for 6 months and to gauge the reaction of residents. The Council will review at its meeting in July.

### 14. Elliptical Cross Trainer

It was unanimously RESOLVED to purchase a replacement Elliptical Cross Trainer for the Water Meadows play area.

### 15. General Data Protection Regulations policy

It was noted that a new Data Protection Act will come into force in May 2018. It was unanimously RESOLVED to approve a General Data Protection Regulations policy.

### 16. Correspondence

It was noted that Scarning PCC will be putting up a Commonwealth War Graves sign in the churchyard. The PCC requested that the flagpole be erected on a plinth next to the War Memorial. The Council agreed to pursue a grant in this respect.

Breckland Council is addressing encroachment onto the Water Meadows. The intention is to stop encroachment and to regularise current areas of encroachment.

BT is awaiting disconnection before the phone box outside the Village Hall can be moved.

Mr Steward said he is resigning as Chairman of Scarning United Charities, which manages the allotments. He asked if the Parish Council would assume the duties and functions of the charity. It was noted that he needs to seek permission for this from the Charity Commission. The Council will discuss at its February meeting.

### 17. Advertising policy

The Council made an annual review of its Advertising policy. It was unanimously RESOLVED that no changes were necessary.

### 18. Complaints Procedure

The Council made an annual review of its Complaints Procedure. It was unanimously RESOLVED that no changes were necessary.

#### 19. Disciplinary & Grievance policy

The Council made an annual review of its Disciplinary and Grievance policy. It was unanimously RESOLVED that no changes were necessary.

#### 20. Equality policy

The Council made an annual review of its Equality policy. It was unanimously RESOLVED that no changes were necessary.

#### 21. Grants policy

The Council made an annual review of its Grants policy. It was unanimously RESOLVED that no changes were necessary.

#### 22. Health and Safety policy

The Council made an annual review of its Health and Safety policy. It was unanimously RESOLVED that no changes were necessary.

#### 23. Press and Media policy

The Council made an annual review of its Press and Media policy. It was unanimously RESOLVED that no changes were necessary.

#### 24. Items for inclusion on the agenda for the next meeting

A request to move the Grit bin at the junction of Chapel Lane and Dereham Road.

A request for the Parish Council to take on the duties and functions of Scarning United Charities.

#### 25. Next Parish Council meeting

The next Parish Council meeting will be on February 19 at 7.30pm

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

