

## **MINUTES OF MEETING ON 14 DECEMBER 2009**

### **Minutes of a meeting of Scarning Parish Council held in the Village Hall on 16 November 2009.**

Present                    All councillors except Mrs Hudson, Miss Magrath and Mr Farnham  
In attendance         Mr N Hartley  
                                 Mrs E Gould  
                                 Nine members of the public

The meeting opened with a talk by Richard Wills of Pride in Breckland and Mr S Dalliston of Wensum Valley Trust re establishing a group of volunteers to manage and maintain the Water Meadows. The group will be meeting on 23 January 2010. Mr Glister offered the Parish Council's support towards the project.

#### 1. Welcome and Apologies for absence

Mr Glister welcomed everyone to the meeting. He noted apologies had been received from Mrs H Hudson and Miss J Magrath, who are on holiday and Mr Farnham, who is unwell. Apologies were also received from Mrs Irving. Mr Glister welcomed back Mrs Brown.

#### 2. Declarations of Interest

Mr Glister declared a personal interest in all items on the agenda.  
Mr Eagle declared a personal interest in the payment to R Eagle Contracting and as a member of the Playing Field Committee.  
Mrs Brown declared a personal interest in the payment to T Brown.

#### 3. Minutes

The minutes of the meeting held on 21 September 2009 were confirmed and signed.

#### 4. Matters arising from the minutes

None

#### 5. Public Participation

The meeting was formally closed for public participation. See attached.

#### 6. Finance

The clerk informed the meeting that the current balances are as follows:-  
Current Account, £17,194.35 Scottish Widows £5,784.03

### Payments made and approved in accordance with budget

- Cq 100958 Breckland Council, fee for Village Hall planning application, £85
- 100959 Scarning Playing Field Committee, balance of grant, £3,000
- 100960 L F Everett & Son, newsletter printing, £79
- 100961 T Brown, newsletter delivery, £40
- 100962 Keith Graver, newsletter delivery, £35
- 100963 Norfolk Accident Rescue Service, charitable donation, £50 ( Section 137 )
- 100964 East Anglia's Children's Hospice, charitable donation, £50 ( Section 137 )
- 100965 Norfolk & Norwich Association for the Blind, charitable donation, £50 (Sec 137 )
- 100966 Dereham Cancer Care, charitable donation, £50 ( Section 137 )
- 100967 Norfolk and Norwich Diabetics, charitable donation, £50 ( Section 137 )
- 100968 N Hartley, reimbursement of expenses, £108.06
- 100985 N Hartley, backdated pay from April 2009, £121.59
- 100986 Mazars, auditors fees, £327.75
- 100987 Richard Eagle (contracting), works to Water Meadows play area, £161.23
- 100988 E-on, unmetered supplies, £90.01
- 100989 Land Registry, search fee re land next to Rushmeadow Road, £5
- 100990 Citizen's Advice Bureau, donation toward running costs, £250 ( Section 42 )
- 100991 Dereham Meeting Point, donation toward running costs, £200 ( Section 137 )
- 100992 NALC, copy of Governance & Accountability for Local Councils, £10
- 100993 Norse Commercial Services Ltd, play area inspection report, £109.25
- 100994 R B Allsop, grass and hedge cutting, £1,030
- 100995 Scottish Widows, transfer to current account, £5,000
- 100996 R Bayliss, treatment of moles on Water Meadows play areas, £354

### c. Payments Received

- Breckland Council, part precept, £15,000
- Cash, sale of village history, £22.50
- Chambers, sale of village history, £34.12
- R B Allsop, rent in respect of rent of Broadway Allotments, £282.86

### 7. External Audit

The clerk noted that the External Audit had been completed. The auditors had noted that periodic year end reconciliations were not being carried out. This has since been rectified.

Councillors had been sent a copy of a letter from the Council's new Internal Auditor. A copy of Governance and Accountability for Local Councils has been purchased and is available to all councillors. The reconciliation of budget against expenditure is to be regularly reported at meetings of the Council.

## 8. Water Meadows Play Area

The clerk noted that the annual inspection of the Water Meadows had been carried out. The works noted in the report have been carried out. Councillors approved the payment of £354 to R Bayliss for gassing the moles on both play areas.

The clerk noted that the backboard for one of the goals on the small play area is missing. The cost of replacing this is approximately £25 + VAT. The cost of a wooden backboard similar to that on the larger play area is approximately £100 + VAT. The Council agreed to the latter.

## 9. Telephone Box

BT is to close the telephone box outside the Village Hall and is offering it to the Parish Council for £1. It was agreed to oppose closure of the box on the basis that it provides a vital link for many members of the community and that it is important to retain it in the event of an emergency in the Village Hall or the Church.

## 10. Parish Website

A sum of £250 was budgeted for website expenses from which £35 has been spent to date. It was agreed to pay Mr R Allan £200 for running the website.

## 11. Budget and Precept

Mr Glister declared a prejudicial interest in the proposals from Scarning PCC, the Bowls Club and lowering the kerb outside the Village Hall, as he is Chairman of the Village Hall Trust & Estate. He left the room when these were discussed. Also when the Chairman's Allowance was discussed.

Mr Steward, Chairman of the Playing Field Committee, said that he will provide £3,000 towards a verandah for the Bowls Club for the use of all users of the pavilion.

The following was agreed;

£2,500 the Playing Field Committee for its running costs.

£2,000 to Scarning PCC for the maintenance the closed part of the churchyard.

£450 Chairman's Allowance ( see below ).

£2,200 to grass and hedge cutting.

£2,000 to maintenance of the Water Meadows Play Area, to include £300 for Norfolk Games & Frames to inspect the equipment monthly.

£5,000 for the Village Hall frontage.

£2,500 for fencing the smaller play area on the Water Meadows.

£200 for a new Village Directory.

All other payments were as per the attached budget.

With regard to grass and hedge cutting it was agreed to obtain additional quotes. Mr. Glister returned to the room.

The Chairman's Allowance had been proposed at £500, but the Chairman noted he was happy with £450 as he acted as Chairman for public service. The clerk was asked to investigate payment of the Chairman's Allowance. Mr. Glister was not in the room when the Allowance was discussed.

It was questioned whether the Village Hall Trust had been granted £5,000 previously for the Village Hall frontage.

### Scarning PCC

It was noted that £5,000 was a large amount for the works stated by the PCC in its proposal. A representative of the PCC acknowledged that the creation of new soakways and extensions to the downpipes form the predominant part of the application. It was agreed that this forms part of the fabric of the church and that the Parish Council has no power to make payment in this respect. The clerk pointed out the pitfalls of making payment to the church. He also noted that a Grant Policy might help. It was agreed that the PCC will provide more accurate quotes in respect of the proposed works and that the Parish Council will meet again on 14 December 2009 to discuss.

### Outdoor Fitness Equipment

It was agreed to monitor the use and reliability of the equipment installed on the Water Meadows and to include the possible provision of equipment on the Village Playing Field in next year's budget discussions.

### 12. Planning

#### a. Parish Council comments sent to Breckland Council

Miss J Magrath, Scarning Dale, Dale Road Proposed residential conversion of former function room	No objection
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Mr S Fryatt, Foresters Lodge, Bradenham Lane Use of garage building as annex to existing dwelling	No objection
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#### b. Breckland Council Decisions

Mr & Mrs S Fryett, Foresters Lodge, Bradenham Lane Two storey side extension and single storey rear extension to dwelling	Approved
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Mr & Mrs A Sneddon, Brook Farm, Podmore Lane Extensions to house ( revised design )	Approved
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Mr M Skidmore, 21 Allwood Avenue Erection of conservatory on rear elevation	Approved
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13. Any other Business

It was noted that the hedge needs cutting in the layby next to Rectory Cottages. As the landowner is not known, the clerk will apply to the Land Registry for details.

There being no further business the meeting was closed at 9.55pm.