

**Minutes of a meeting of Scarning Parish Council
held in the Village Hall on 18 July 2011.**

Present Mrs W Brown, Mr C Farnham, Mr Faulkner, Mrs J Hamling,
Ms J Magrath, Mr R Walton.
In attendance Mrs E Gould, Mr N Hartley
Seven members of the public

Acceptance of Office

Anthony Horwell signed the Acceptance of Office form.

1. Welcome and apologies for Absence

The chairman noted that apologies had been received from Mr M Steward, who was working and Mrs D Irving.

2. Declarations of Interest

Mrs Brown declared an interest in the cheques to herself and her husband, Mr T Brown.

Mr Walton declared an interest in item 17.

3. Co Option of Mrs P Page

Mrs Page was on holiday. It was agreed to consider her application at the next Council meeting.

4. Minutes

The minutes of the meeting held on 16 May 2011 were confirmed and signed with two amendments.

5. Matters Arising

None

6. Finance

a. The clerk informed the meeting that the current account balances are as follows:-
Current Account £6,901.89 Scottish Widows £18,422.05

b. Payments made and approved in accordance with budget

Cq 101110 Bawdeswell Garden Centre, bench for Scarning Playing Field, £349
101111 Rudds, two brass plaques for bench and tree on Scarning Playing Field, £100
101112 L F Everett & Son, newsletter printing, £79
101113 T Brown, newsletter delivery, £50
101114 Norfolk Parish Training Partnership, Parish Council training, £150
101115 N Hartley, reimbursement of expenses for Council training refreshments, £7.03
101116 N Hartley, reimbursement of clerk's phone/internet costs, £54.76
101117 The Information Commissioner, annual fee, £35
101118 Norfolk Games and Frames, maintenance of Outdoor Fitness equipment, £89.38
101119 Cheque not usable
101120 Viking Direct, photocopier & printer ink, £50.65
101121 Norse, grass cutting at Scarning Water Meadows, £1,044.90
101122 P Yaxley, grass cutting at Scarning Church, £320
101123 CGM Ltd, grass/hedge cutting, £1,109.10
101124 Wybone, purchase of dog bin and fittings, £262.34
101125 L F Everett & Son, newsletter printing, £79
101126 T Brown, newsletter delivery, £50
101127 W Brown, reimbursement of expenses re presentation of bench to A Glister and
N Eagle, £44.48
101128 Scarning Village Hall, hire of meeting room for training and presentation, £22.50
101129 R Allan, parish website management costs, £250
101130 E-on, unmetered supplies, £90.01
101131 NALC, tickets to Joint Summer Conference for S Faulkner and R Walton, £80
101132 Norfolk Games & Frames, maintenance of outdoor fitness equipment, £90
101133 Norfolk Games & Frames, two swings at Water Meadows play area, £378
101134 A Hudson, to dig concrete pad and fit bench on Village Playing Field, £165
101135 D Harrow, internal audit 2010/11, £125

c. To receive report of Actual Expenditure against Budgeted Expenditure

d. Internal Audit

The clerk noted that the completion of the Internal Audit and read a copy of the Internal Auditor's report.

7. Planning

Applications considered

Mr Murphy & Miss Wheeler
Oak Lodge, Stone Road, Toftwood Erection of single storey rear extension & alterations

Mr & Mrs C Dack,
4 Meadow Drive Erection of two storey side extension

Mr & Mrs Bulman-Page
Scarning Lodge, Dereham Road Single storey extension to form utility and external store

There were no objections to any of the applications.

8. Internal Control policy and Internal Control officers

It was agreed to implement the Internal Control Policy. The Council appointed Anthony Horwell and Reg Walton as its Internal Control Officers.

9. Standing Orders & Financial Regulations

There were no changes to either the Standing Orders or Financial Regulations, except to amend the discrepancy between the amount the Chairman and Clerk are authorised to spend in the event of an emergency. The amount of £500 was agreed. The Standing Orders will be amended accordingly.

10. Risk Assessment Report

The Risk Assessment Report was approved. It was agreed to add two new signatories to the Council's Building Society account.

11. Building Society Account

It was agreed to appoint Jean Magrath and Stephen Faulkner as signatories to the account.

12. Risk Assessment of Assets

The Risk Assessment of Assets report was approved.

13. Litter Bin at Gorse Close

It was agreed to move the Dog Bin from its present position and to purchase a new litter bin.

It was also agreed to host a Dog Awareness Day.

14. Christmas Tree outside Village Hall & Scarning Primary School

It was agreed to approach Scarning PCC with regard to putting a tree in the churchyard. It was also agreed to put up a tree outside Scarning Primary School, subject to further discussions with the headmaster.

15. Christmas Tree Fair

The idea of a Christmas Tree Fair in Scarning Church was agreed. It was agreed to approach Scarning PCC.

16. Diamond Jubilee

It was agreed to plant daffodils in the Village Sign lay-by, subject to the necessary approvals, and to work out how many will be needed.

17. Parish Noticeboards

It was agreed to accept Mr R Walton's quote to clean and repair the parish noticeboards.

18. Scarning Water Meadows Sub Committee Report

The sub committee's Terms of Reference were approved. It was also agreed to set up a meeting with Breckland Council regarding management of the site.

19. Wensum Valley Trust

The council considered a request for funds from Wensum Valley Trust. It was agreed that the sub committee will decide the order of priority for the works.

The council also agreed to approach Norwich Environmental Action Team re clearing the pond at Blackthorn Drive.

20. Public Participation

The meeting was adjourned for Public Participation. It was agreed to write to Norfolk County Council expressing the Council's views on the reduced bus service in the village.

21. Draytonhall Lane

It was agreed to write to residents with a view to forming a Community Speed Watch group.

22. NALC Summer Conference

Mr Faulkner and Mr Walton reported feedback on the Summer Conference.

There being no further business, the meeting was closed at 9pm.