

## **Minutes of the Parish Council Meeting held in the Village Hall on 20 November 2017.**

Present Cllrs W Brown (Chair), F Bradford, C Farnham, S Faulkner, C Hewson, P Page, M Steward. Mr W Richmond (Norfolk County Councillor)  
In attendance Mr N Hartley (Parish Clerk). Three members of the public.

The meeting opened with a presentation by Catrin Ellis Jones, lead communicator for Norfolk Vanguard Offshore Wind Farm. Ms Ellis Jones noted that there are two current projects, Norfolk Vanguard and Norfolk Boreas. She explained that a Development Consent Order for Norfolk Vanguard is to be submitted in June 2018 and for Norfolk Boreas the following year. Both projects will be linked to the National Grid substation at Necton. A statutory consultation process will end 11 December 2017. There is an online form that can be submitted for comment at [www.vatenfall.co.uk/vattenfallinnorfolk](http://www.vatenfall.co.uk/vattenfallinnorfolk) There will be another opportunity for comment on the proposals in late 2018.

### 1. Apologies for absence

Apologies were received from Cllr Magrath, who was on holiday, Cllr Dickerson, who was working and Cllr Turner (Breckland Council) who was attending another meeting.

### 2. Declarations of Interest

None.

### 3. Minutes

The minutes of the meeting held on 16 October 2017 were approved and signed as a true and accurate record.

### 4. Matters Arising

The clerk noted that clearance work around the 40mph sign at the junction of Shipdham Lane and Dereham Road has been programmed. Work to move the bus shelter at Dereham Road/Black Horse Close has been programmed for March 2018.

The clerk noted that work needs to be carried out to a Council owned tree near the junction of Chestnut Road and Dereham Road. It was noted that the Council owns a number of trees in this area and that a tree survey will need to be carried out on

these.

The clerk had spoken to the school's Head regarding parking outside the school. The Head said he will speak to specific parents about parking if they are identified to him and has already done so in some instances.

It was noted that a tree recently planted by the Parish Council in the village sign by lay-by has been cut and killed by the contractors. The clerk will write to Norfolk County Council.

It was noted that the hedgerow needs cutting back between the bottom of Podmore Lane and Rushmeadow Road. The ditch also needs to be cleared.

## 5. Public Participation

The meeting was adjourned for Public Participation.

Cllr Richmond noted that as part of his Members' Budget new white lines have been programmed for outside the school and that Washbridge footpath is to be cut back.

## 6. Planning

### a. Breckland Council decisions

Professor P Bulman-Page, Scarning Lodge, Dereham Road 3PL/  
2017/1062/CU  
Change of use from agricultural land to garden land. A covenant against any building development on the land will be put in place.  
Approved

### b. Applications considered

Mr & Mrs T Abel, Pennymeadow Nursery, Podmore Lane 3PL/  
2017/1302/F  
Residential development of two detached bungalows No  
objection

Mr & Mrs T Abel, Pennymeadow Nursery, Podmore Lane 3PL/  
2017/1303/F  
Residential development of two semi detached houses

The Council objected due to concerns about the location of the properties on a corner and the possible danger arising from vehicles.

Mr C Baldry, adjacent Berm House, Dereham Road  
2017/1313/F

3PL/

Conversion of existing outbuilding/garage to form dwelling and erection of garage

The Council objected on the basis that the application was for additional development on the same site as other properties and that it was using an existing outbuilding/garage as the basis to make a new property. This means further development on the same site, as the application includes construction of a new garage.

#### 7. Finance

##### a. Current balances

The Council's current balances were noted as follows:

Barclays £3,501.25    Scottish Widows £18,897.49

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

Cq 101908 A Glister, supply of Christmas tree for Scarning churchyard, £150

101909 Thinking Rural, payroll services, £12

101910 NALC, General Data Protection Regulations course, £30

101911 Walton Associates, annual service of church clock, £75

101912 L F Everett & son, printing November newsletter, £309

101913 Scarning Playing Field Committee, grant for maintenance of village playing

field, £4,000

101914 Scarning Primary School, reimbursement for purchase of new pads for defibrillator, £45.60

##### c. The meeting received a report of Actual Expenditure to Budgeted Expenditure

#### 8. Internal Control Officer's Report

Cllr Farnham noted that he had carried out his checks as the Council's Internal Control Officer and everything was in order.

#### 9. Appointment of Internal Auditor for 2018/19

The Council's present Internal Auditor is stepping down from the end of March 2018. It was unanimously RESOLVED to appoint Luisa Cantera as the Council's Internal Auditor for 2018/19.

#### 10. Water Meadows Play Area Safety Report

The report noted that the most of the equipment was in good condition, but there were a number of minor works. These were a recommendation to build up the soil beneath the swings and around the football goals; to replace missing caps on some of the metal bolts; and to smooth down the edge of a beam. The report noted that the supports of the Frame Climber need to be replaced. The Council considered renovating all the play equipment on site. It was unanimously RESOLVED to apply for funding for new equipment and first to consult the community as to what equipment people would like on the meadows.

#### 11. Renovation of the Water Meadows Play Area

As above, it was unanimously RESOLVED to apply for funding for new equipment and first to consult the community as to what equipment people would like on the meadows.

#### 12. Village Newsletter

The content and format of the village newsletter was discussed. It was questioned whether the current newsletter provides value for money. The Council considered whether it might join an existing newsletter. It was unanimously RESOLVED to consult Shipdham Parish Council to see if Scarning may be able to join their newsletter and similarly with Gressenhall, Longham and Wendling. The Council will consider this matter again at its next meeting.

#### 13. Street Light Maintenance Contractor

The Council's present three year contract expires in March 2018. The clerk read quotes from Pearce and Kemp and T T Jones. It was unanimously RESOLVED to appoint TT Jones as the Council's contractor for three years from 1 April 2018.

#### 14. Appointment of Grass Cutting Contractor 2018/19

The Council considered the appointment of a grass cutting contractor for 2018/19 to cut the verges, designated areas at Scarning Fen and the play areas at Scarning Water Meadows. The clerk read quotes from Ridyards, TOP Garden Services and Aon Services. It was unanimously RESOLVED to appoint Aon Services as the Council's contractor next year.

#### 15. Grant to Scarning PCC

The Council considered the amount of the grant to Scarning PCC in respect of cutting the grass in the churchyard. It was unanimously RESOLVED to pay for the first five cuts, as below (See 16) based on a total payment of £1,275 for the year. The Council RESOLVED to pay the bills up to £1,275 for the year. If the quality of the contractor's work is not deemed suitable and a different contractor has to be appointed, the amount of the Council's grant would remain at £1,275 and the PCC would need to fund any difference in the total cost.

#### 16. Appointment of Grass Cutting Contractor for Scarning Churchyard 2018/19

The Council considered the appointment of a grass cutting contractor for 2018/19 to cut the grass in Scarning churchyard. The clerk read quotes from Ridyards, TOP Garden Services and Aon Servicers. It was unanimously RESOLVED to appoint TOP Garden Services for the first five cuts so that the Council can assess the quality of the work.

#### 17. Grant to Scarning Playing Field Committee for 2018/19

The Council considered the amount of the grant to Scarning Playing Field Committee for the maintenance of the village playing field in 2018/19. It was unanimously RESOLVED to request the Playing Field Committee submit its accounts to the Council. A decision will be taken at the next Council meeting.

#### 18. Grant to Scarning Conservation Volunteers for 2018/19

The Council considered the amount of the grant to Scarning Conservation Volunteers for the maintenance of the Water Meadows in 2018/19. It was unanimously RESOLVED to make a grant of £500.

#### 19. Chairman's Allowance for 2018/19

It was unanimously RESOLVED to set the Chairman's Allowance for 2018/19 at £100.

#### 20. Charitable Donations for 2018/19

It was unanimously RESOLVED to make the following charitable donations of £100 each for 2018/19. Dereham Cancer Care; East Anglian Children's Hospice; East Anglian Air Ambulance; Dereham Blind Club; Revitalise; Norfolk Accident Rescue; Serv Norfolk. And £150 each to Citizens Advice Bureau and Dereham Meeting Point.

#### 21. Parish Partnership Scheme proposals

Two proposals had been made. One was to link the TROD from Chestnut Road to Draytonhall Lane. The total cost of this was £16,000. The other proposal was to create a footpath from Mayfair to the junction of Shipdham Lane and Dereham Road. The total cost of this was £12,000. It was unanimously RESOLVED that the Parish Council cannot currently justify the cost of either proposal.

#### 22. Parish Council Budget and Precept

The Council determined its Budget for 2018/19. It was unanimously RESOLVED to set the Precept for 2018/19 at £35,000.

#### 23. Milestones

The Council considered a request to match fund renovation work to Scarning's three milestones. It was unanimously RESOLVED to approve a payment of £60.

#### 24. Litter Bin at Podmore Ford

The clerk noted that the litter bin at Podmore Ford was damaged beyond repair. The Council considered whether to replace or remove the bin. It was unanimously RESOLVED to purchase and install a new bin.

#### 25. Correspondence

A letter had been received about the concrete blocks close to the road near the junction of Dereham Road and Podmore Lane. Norfolk County Council has requested the removal of these as they are on Highways owned land.

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

Included above.

27. Date and time of the next Parish Council meeting

The date of the next meeting was confirmed as Monday 15 January 2018 at 7.30pm unless there are any urgent matters in December requiring the Council's attention.

There being no further business the meeting was closed at 9.15pm.