

Minutes of Scarning Parish Council Meeting held in Scarning Village Hall on 26 June 2023

Present: F Bradford (Chair), T Abel, S Bunn, C Hewson, C Porter, M Steward. In attendance: N Hartley (Parish Clerk) Four members of the public.

1 Apologies for Absence

Apologies were accepted from Cllr Blackburn, who was on holiday and Cllr Mallard, who was unwell. Apologies were received from Cllrs P Hewett and L Turner (Breckland Council) and Cllr W Richmond (Norfolk County Council), who were attending other meetings.

2 Signed Declarations of Acceptance of Office

Councillors Abel and Bunn had not been able to attend the Council's meeting in May. Both signed the Declaration of Acceptance of Office.

3 Co Option of Chris Porter

It was **RESOLVED** to co opt Chris Porter onto the Council. He signed the Declaration of Acceptance of Office.

4 Code of Conduct

All councillors present signed the Council's revised Code of Conduct (see Minutes of the May 2023 meeting).

5 Updates to the Register of Interest

It was confirmed that councillors had completed the updated Register of Interests form and returned to Breckland Council.

6 Declarations of Interest

Cllrs Abel and Hewson declared an interest in any matters relating to Scarning Playing Field Committee.

7 Public Participation

A member of the public noted that the Council's contractor had not strimmed the inside of the play area at Blackthorn Drive and had not strimmed round the play equipment. The grass had been cut late and the Council had received some complaints. The

member of the public questioned the Council's contract. It was noted that the contractor is paid to cut the grass every 14 days. The Council noted that the contractor has previously cut the grass to an acceptable level.

The Council was asked to contact Bloor Homes and request that the grass at the top of Allwood Avenue/next to Ted Ellis Walk is cut, and that overhanging branches at the Blackthorn Drive pond are cut back.

8 Request for Fitness Classes on Blackthorn Drive Playing Field

The Council considered a request from a Scarning resident, Thomas Murphy, to hold fitness classes on the Blackthorn Drive playing field. Mr Murphy attended the meeting and answered questions. He noted that he is hoping to run classes two or three times a week depending on demand. In the winter months, he hopes to hold classes in the Village Hall.

The Council asked Mr Murphy if he would be prepared to make a donation toward the cost of new play equipment on the site. He said that he had yet finalised his costings, but confirmed that he would be happy to make a donation to the Council.

It was **RESOLVED** to grant Mr Murphy permission to hold classes on the site subject to the Council receiving a copy of his Public Liability insurance. Once the classes are established, the Council will agree the amount of a donation with Mr Murphy.

9 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 22 May 2023 as a true and accurate record. The minutes were signed by the Chair.

10 Matters Arising

None.

11 Finance

11.1 The Council approved the following payments in accordance with its Budget:-

Scarning Playing Field Committee, payment in respect of a replacement mower for the Shipdham Lane Playing Field, £4,800

N Hartley, clerk's salary, £917.61

HMRC, clerk's Paye, £12

NGF Play Ltd, replacement seat for Zip Wire, £164.70

N Hartley, reimburse costs to cut additional keys for Council noticeboards, £9.27

N Hartley, reimbursement for top up voucher for Council mobile, £10

S Goldsworthy, reimbursement of costs for flowers for Council flower boxes, £30.25

12 Financial Regulations

The Council reviewed its Financial Regulations without amendment.

13 Planning

13.1 Breckland Council decisions:-

Cattle Arch Farm, Cattle Arch Cottage, Fen Road
First floor rear extension with open undercroft area at ground floor

3PL/2023/0465/HOU
Approved

13.2 Consultation regarding an established or legal use:-

Meadowlea, Podmore Lane
Lawful development certificate for retrospective renovation works to abandoned farmhouse including replacement of windows and doors, renewing roof rafters and tiles, re building collapsed side extensions, re building part of front brick wall and internal alterations

3PL/2023/0505/EU

The Council noted that this is one of the oldest properties in Scarning. It was noted that the Council has seen no plans for the works to this property. It was **RESOLVED** to request a copy of the plans.

13.3 Applications considered:-

16 Steward Way
Demolition of conservatory, construction of new single storey rear extension, conversion of integrated garage and other minor alterations

3PL/2023/0524/HOU
No objection

24 Wright Drive
Proposed single storey side extension

3PL/2023/0480/HOU
No objection

14 Defibrillator at Scarning School

The Council reviewed the position of the defibrillator as it was deemed to be not accessible when the school is closed. It was **RESOLVED** to move the defibrillator to a position next to the school's entrance and to appoint Wensum Valley Electrical to carry out the work.

15 Oak Trees at Shipdham Lane Playing Field

The Council's Tree Survey recommended the removal of ivy from two oaks next to the Playing Field. The trees are each the subject of a Tree Preservation Order. It was **RESOLVED** to write to Breckland Council with a request to ring the ivy. Top Garden Services has offered to carry out the work without charge.

The Council had been asked if it will cut back branches overhanging the tennis courts. It was **RESOLVED**, subject to planning permission being granted, to cut the branches to the height of the fence surrounding the courts.

The Council had been asked if it will cut back branches around the street light on Shipdham Lane. It was **RESOLVED** that no action is necessary at present.

It was noted that members of the Tennis Club have previously said they will brush up acorns from the courts.

The Council will make the above requests to Breckland Council regarding the overhanging branches and the ivy.

16 Sale of BCS Mower

The Council considered the sale of its BCS mower, which formerly was used to cut the scrub areas of Scarning Water Meadows. As the Council is no longer responsible for these areas, it was **RESOLVED** to sell the mower. Cllr Abel offered to sell the mower on behalf of the Council.

17 Lease of the Water Meadows Play Areas

Cllrs Bradford and Mallard had signed a site plan at the request of Asset Management. The Council's understanding is that completion of the lease will follow shortly.

18 Appointment of a Play Area Working Group

It was **RESOLVED** to appoint a Working Group to put together proposals for new play equipment at the Blackthorn Drive play area. A suggestion had been made for a BMX track. Cllr Bradford noted that the cost might be prohibitive and that if it was not used, the Parish Council would be responsible for the cost of restoring the land to its previous condition. A suggestion had also been made for a Zip Wire. Cllr Bradford noted that Asset Management are happy to consider the Council's proposals on receipt of further information.

It was **RESOLVED** to appoint Cllrs Bradford, Mallard, Porter and Bunn to the Working Group, together with Lauren Wiecek.

19 Business Continuity Plan

This was carried forward to the July meeting.

20 Clerk's Handover File

This was carried forward to the July meeting.

21 Appointment of Representatives to Scarning Playing Field Committee

It was noted that this item had been carried forward from the Council's May meeting as the Council had thought there might be a conflict of interest for Cllr Abel as a councillor, a representative to the Playing Field Committee and a commercial individual. Cllr Abel noted that he felt there would be no conflict of interest as he would be putting the interests of the parish first.

It was **RESOLVED** to appoint Cllrs Mallard, Abel and Bunn as the Council's representatives to Scarning Playing Field Committee.

22 Appointment of a Representative to Scarning United Charities

It was **RESOLVED** to appoint Cllr Abel as the Council's representative to Scarning United Charities.

23 Grass Cutting

The Council had received complaints about grass cutting at the Water Meadows' play areas. The Council had issued an apology on Next Door and Facebook. Areas that had not been cut had subsequently been cut. It was noted that the contractor is contracted to cut the grass every 14 days from April to the end of October. The contractor had not given the date on when he had previously cut the grass.

It was **RESOLVED** to contact the Council's contractor again regarding strimming around the play equipment and inside the play areas. The Council acknowledged that the contractor had previously cut the grass to an acceptable level.

24 Hedge Cutting Black Horse Close to Hill Rise

It was noted with regard to the overhanging hedge from Black Horse Close to Hill Rise that the Council has no direct responsibility for its maintenance. The responsibility for the hedge is an ongoing issue between the landowner and Norfolk County Council.

However, the Council recognised the complaints/comments made about the hedgerow each year and it was **RESOLVED** to contact the landowner to seek agreement that he will cut the hedge once a year and the Council will cut it a second time. This will take place annually henceforth.

The Council will contact Norfolk County Council to see if it is to cut the hedge from Podmore Lane to the Village Sign layby.

The Council will make a request through Norfolk County Council's Report a Problem facility that willow branches overhanging the pavement near Cooper Terrace are cut back.

25 Items for the Next Agenda

Request that Norfolk County Council reconsider works to remedy the 'dips' in Dereham Road by Chestnut Road.

An update regarding grass cutting.

An update regarding maintenance of the land at Allwood Avenue/Ted Ellis Walk.

26 Next Meeting

The next meeting of the Council will be in the Village Hall at 7pm on July 17.

There being no further business, the meeting was closed at 8.20pm.