

Minutes of Scarning Parish Council Meeting held in Scarning Village Hall on 20 March 2023

Present: F Bradford (Chair), T Abel, M Blackburn, S Bunn, C Farnham, C Geary, C Hewson, T Mallard, M Steward. In attendance: Cllrs P Hewett and L Turner (Breckland Council) N Hartley (Parish Clerk). One member of the public.

Public Participation

There was no public participation.

1 Apologies for Absence

Apologies were received from Cllr W Richmond (Norfolk County Council).

2 Reports from Breckland Councillors

Cllr Turner noted that voters will need photo ID in the upcoming elections in May. She noted Breckland Council has made grants of around £1million through its Inspiring Communities Scheme. The Queen Mother's Garden in Dereham has reopened after a revamp. She said she has asked for Scarning to be included in the route of the Mobile Food Bus.

Cllr Hewett noted that Breckland Council's Issues and Options document is a strategy document and that the site-specific areas of the Local Plan will be considered for comment in about six months. He suggested the Parish Council comment on the Issues and Options document. Cllr Turner suggested the Parish Council should seek to ensure that Section 106 monies are ringfenced for such projects as the replacement of play equipment. Cllrs Hewett and Turner will make a presentation on the Local Plan in the Village Hall on 1 April between noon and 1pm.

Cllr Hewett said it had been a pleasure and privilege to work for Scarning in his term as a councillor.

Cllr Bradford thanked Cllrs Hewett and Turner for all their help and advice over the past four years. It was much appreciated.

3 Declarations of Interest

None.

4 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 13 February 2023, as a true and accurate record. The minutes were signed by the Chair.

5 Matters Arising

It was noted that Cllr Richmond had reported the blocked drain outside 1 Hall Cottages to Norfolk County Council. The County Council has inspected and will resolve the problem.

In accordance with the recent Tree Survey carried out for the Council, Mr Buckingham has said he will fell the dead tree on the former Broadway Allotment site after the harvest. Mr Eagle will fell the two dead trees at the former Highway Surveyors land at Chapel Lane.

It was noted that the Council had not been successful in its application to Breckland Council for a grant for flowers for the Coronation.

6 Planning

6.1 Breckland Council decisions:-

Pennymeadow Nursery, Podmore Lane	3PL/2023/0070/VAR
Variation of condition 2 on 3PL/2021/1526/F – submission of revised drawings to reflect the reduced size of the dwelling	Approved

6.2 Application considered:-

Hope Springs, Dereham Road	3PL/2023/0124/HOU
Proposed two storey side extension, single storey front extension, detached garage with home studio/office in roof space	No objection

7 Finance

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

N Hartley, clerk's salary, £780.85
N Hartley, clerk's expenses, £196.54
Scarning Village Hall, hire of the Village Hall for meetings, £243.75
Scarning Pre School, grant for post pads to outdoor canopy, £910
N Hartley, reimbursement of Wix subscription for Council website, £93.60
Vueit Training, Excel training, £40
Westcotec Ltd, repairs to Council's SAM2, £370.44

7.2 The Council had received the following payments:-

T Rudling, rent of area at Fir Acre, £5
Scarning Playing Field Committee, annual rent of Shipdham Lane Playing Field, £0.05

8 Clerk's Report

The Clerk noted that a new bin has been installed on Ted Ellis Way. A replacement bin is to be installed on the cut through from Draytonhall Lane to Allwood Avenue. A new grit bin has been installed at Mayfair.

9 Dereham Road Bus Shelter Lights

The batteries in the solar lights over the two bus shelters at Dereham Road/Chestnut Road have been assessed by Westcotec and need to be replaced. It was **RESOLVED** to purchase new batteries and to see if longer lasting batteries are available.

10 Council Reserves

This was carried forward to the April meeting.

11 Cutting the Main Meadows and Lucy's Meadow

Breckland Council had been asked for an update on cutting the main meadows and Lucy's Meadow. The answer was that the maintenance is something Breckland will look into and arrange once the new lease has been completed and with it the Deed of Surrender. The Deed of Surrender needs to be completed to coincide with the beginning of the new lease, so all areas under the original lease are still the responsibility of the Parish Council until such date.

Mr Walker noted that volunteers had carried out a lot of work on the site over many years and said he hoped that Breckland Council would continue to maintain it.

12 New Lease of Meadows Play Areas

This was held over to the Council's April meeting as the revised lease was not available.

13 Update regarding Solicitors

Nplaw would like to see the lease before advising the Parish Council of its requirements. The lease will be forwarded to them when available.

14 Tree Preservation Orders

The Clerk had received no update from Breckland Council. Cllrs Hewett and Turner (Breckland Council) will seek a response on behalf of the Council.

15 Tree and Hedgerow Management Policy

This was carried forward to the April meeting.

16 Trees (Shipdham Lane Playing Field)

The Playing Field Committee is currently responsible for the trees on the site. Cllr Hewson noted that the Playing Field Committee has not met to determine if the Committee wishes to retain responsibility for the trees. Action regarding the trees identified in the Council's tree survey will be carried forward to the April meeting.

Cllr Abel noted that one of the walnut trees near the shipping container has been uprooted and needs attention.

17 Request for a 40mph Speed Limit

Cllr Richmond (Norfolk County Council) provided the following update. The speed limits on Dereham Road will be considered under Norfolk County Council's Road Safety Community Fund in the 2023/24 financial year. If changes are to be made to the speed limits under the RSCF then implementation will be in the 2024/25 financial year in line with other proposals within the Breckland and South Norfolk district areas.

18 Council's Grit Bins

The Council considered the location of its grit bins. It was noted that the grit from one of the bins on Ted Ellis Walk may be seeping into the roots of the tree it was placed beneath. The Council noted the bin at Dereham Road/Welden Road is damaged. It was **RESOLVED** to relocate the Ted Ellis Walk bin at Dereham Road/Welden Road.

The Council **RESOLVED** as the grit bins become unusable it will not replace them, but will review each on a per case basis.

19 Health and Safety Policy

The Council reviewed its Health and Safety policy. The revised policy includes a Home Working Assessment for the Clerk to complete. It was **RESOLVED** to approve the revised policy.

20 May Elections

The Council elections will be held on 4 May.

21 Litter Pick

Cllr Farnham noted the next Litter Pick is on 1 April.

22 Items for Inclusion in the Next Agenda

Discussion of the Breckland Council Issues and Options document

An update from the meeting (1 April) on the Local Plan

Consideration of a Safeguarding policy

A grant application from Scarning United Charities

An update from the Playing Field Committee regarding trees

23 Next Parish Council Meeting

The next Parish Council meeting will be in the Village Hall at 7.30pm on 17 April.

The meeting was closed to the public.

Pursuant to section 1 (2) of the Public Bodies (Admissions to Meetings) Act 1960, it was **RESOLVED** that because of the confidential nature of the business transacted, the public were asked to leave the meeting so that the Council could discuss the Clerk's annual appraisal.

24 Clerk's Appraisal

The Staff Committee advised the Council of the results of the Clerk's annual appraisal. It was **RESOLVED** to accept the content of the appraisal and to agree the objectives set for the 2023/24 working year.

The Council also **RESOLVED** to award the Clerk a pay increase of 5.3% taking the current hourly rate of £15.67 to £16.50. The increase to be implemented from 1 April 2023.

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