

Minutes of Scarning Parish Council Meeting held in Scarning Village Hall on 21 August 2023

Present: F Bradford (Chair), M Blackburn, S Bunn, C Hewson, M Steward. In attendance: N Hartley (Parish Clerk). One member of the public.

Public Participation

A member of the public asked who was responsible for cutting the hedge on Dereham Road. The Council noted it is the landowners' responsibility. It was noted there are overhanging branches over the footpath near Rushmeadow Road. The Council noted that residents can report such matters to Norfolk County Council, using the Report a Problem facility. The member of the public noted a report/request had been submitted and that Norfolk County Council said no action was necessary. The Council will chase cutting the overhanging willows further down the footpath. Cllr Bradford said she will speak with the school's head to see if the school wishes to encourage parents walking their children to and from school to report overhanging hedges/branches to Norfolk County Council.

The Council was asked if there is a Council What'sApp page. The Council will discuss this at its September meeting. It was noted that individual councillors cannot voice opinions on behalf of the Parish Council and that any statements made on social media have to be made with the agreement of the whole Parish Council.

The Council was asked about the grass cutting at Scarning Fen and ownership of trees on the path. The Clerk will meet the resident regarding these matters.

1 Apologies for Absence

Apologies for absence were received from Cllrs Abel, Mallard, who was unwell and Porter, who was on holiday, Cllrs L Turner and P Hewett (Breckland Council) and Cllr W Richmond (Norfolk County Council).

2 Declarations of Interest

Cllr Hewson declared an interest in any matter relating to Shipdham Lane Playing Field.

3 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 17 July 2023 as a true and accurate record. The minutes were signed by the Chair.

4 Matters Arising

None.

5 Report from Breckland and Norfolk County Councillors

There were no reports as the councillors were not able to attend the meeting.

6 Finance

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

N Hartley, clerk's salary, £917.61

HMRC, clerk's Paye, £12

SCS Accounting, payroll services, £18.00

N Hartley, reimbursement of Council laptop Microsoft subscription, £59.99

N Hartley, reimbursement of top up card for Council phone and photocopier ink for Council photocopier, £60.03

S Goldsworthy, reimbursement for flowers for Council flower boxes, £10

Mansfield Fencing, supply & fit replacement seat base Blackthorn Drive play area, £75

6.2 The Council's bank balances were recorded as follows:-

Barclays Bank:- £22,009.35

Scottish Widows:- £21,921.38

6.3 The Council received a report of Actual to Budgeted Expenditure. A copy of the report is attached to the minutes.

7 Planning

7.1 Breckland Council decisions:-

24 Wright Drive
Single storey side extension

3PL/2023/0480/HOU
Approved

7.2 Consultation Amendment considered:-

Berm House, Dereham Road
Proposed retirement bungalow and garage – garage resited

3PL/2023/0396/F
No objection

7.3 Application considered:-

22 Greenwood Drive
Proposed single storey extension

3PL/2023/0478/HOU
No objection

8 Blackthorn Drive Play Area

Cllr Bradford noted that she and Cllr Mallard had identified the National Lottery Community Fund as a possible source of funding. She had tried the Norfolk Community Foundation, but had been told there were no grants available.

It was **RESOLVED** that the Working Group can apply for a grant from the National Lottery Community Fund if its deadline falls before the Council's September meeting.

Cllr Turner (Breckland Council) is checking if there are any Section 106 monies available to the Parish Council through Breckland Council.

9 Flower Boxes

This was carried forward to the next meeting as Cllr Mallard was not able to attend the meeting.

10 Speed Watch

The Council is advertising for a new coordinator to run the Speed Watch Group. Cllr Blackburn said she is having a stall at the next coffee morning to advertise the Speed Watch Group and to find more volunteers/a new coordinator.

The Group collects data. As a result of the data collected, the Police now sends a police officer with a speed camera to Scarning every 2/3 weeks.

The Council will ask Norfolk County Council for the process to request a change in the speed limit.

Cllr Steward was asked if he was able to move the SAM2 into the older part of the parish.

11 Action to Trees on Shipdham Lane Playing Field

The Council was awaiting a response from the Tree Officer. This matter will be carried forward to the September meeting.

12 Social Media Policy Amendments

It was **RESOLVED** to approve amendments to the Council's Social Media Policy.

13 Report from Social Media Officer

Cllr Blackburn noted a video had been posted on social media showing the hedge cutting between Black Horse Close and Hill Rise. There was a complaint about dog owners not clearing up after their pets on the Water Meadows. The Council did not

think there was a problem with dog fouling on the site and that there are enough dog bins and signs.

The Council will post on social media and its website that if residents have any complaints they should consult the Council website for a list of which organisation to contact that may be able to assist.

The Council will be posting a site plan of the Water Meadows on its website and social media showing which organisation is responsible for each area/facility.

The Council will add details of the Maui Wau Festival to its website and social media.

14 BCS Mower

This was carried forward to the September meeting as Cllr Abel was not able to attend the meeting.

15 Dereham Road

Cllr Richmond (Norfolk County Council) had reported the 'dip' in the road near Chestnut Road. Norfolk County Council said that no action is required at this time and they will continue to monitor as part of their scheduled inspections. Norfolk County Council has identified that there is an old culvert running under the road, but this is not currently seen as a danger or risk.

Cllr Bradford said she will speak with Cllr Richmond to see if any further action can be taken.

16 Parish Partnership Bids 2024/25

There were no proposals.

17 Items for Inclusion in the Next Agenda

Request for a Parish Council What'sApp page

Update on grants for the Blackthorn play area.

Update on more sustainable flower boxes.

Update on the sale of the BCS mower.

Update on the appointment of a new Speed Watch Group coordinator

18 Next Meeting

The next Council meeting will be in the Village Hall at 7pm on September 25.

There being no further business, the meeting was closed at 7.50pm.

Scarning Parish Council
Actual to Budgeted Expenditure

Running Costs	Budgeted	Expenditure	Notes
Insurance	750	708.10	
Clerk's salary & Paye	10,500	3,708.07	
Clerk's expenses	500	154.25	
Council phone	50	10.00	
Payroll services	100	18.00	
Office supplies	250		
Internal Auditor	150	120.00	
External Auditor	550		
Norfolk Parish Training Subscription	400	420.00	
Fee to Information Commissioner	35	35.00	
Microsoft subscription – Council laptop	60		
Council website - Wix	120		
Parish website Costs	100	25.00	
Hire of Village Hall	275		
Council Training	250	140.00	
Capital Costs			
Cutting roadside verges/meadows play areas (see below)	4,500	837.36	
Street lighting	2,500	523.50	
Street light maintenance	300	994.84	Includes two new Leds
Tree survey	500		
Tree works	1,000		
Solar lights – repairs	100		
Church clock maintenance	100		

Defibrillator costs	450	52.00	
SAM2	100		
Flower boxes	150	30.25	
General repairs	500		
Grit/dog bins	-	290.00	
Noticeboard spare keys	-	9.27	
Blackthorn Drive Play Area			
Grass cutting	Included in verges figure above		
New play equipment	5,000		
Repairs to play equipment	1,000		
Play Safety Report	250		
Maintenance of Outdoor Fitness equipment	500		
Ted Ellis Play Area			
Fence/gates	300		
Shipdham Lane Playing Field			
Outdoor Fitness equipment maintenance	250		
Zip wire maintenance	200	164.70	Replacement seat
Grants and Donations			
Grants	5,000	3,100.00	Grant to Playing Field Committee
Payment for Mower to Scarning Playing Field Committee		4,800.00	
Grass cutting in churchyard	1,500	283.50	

Remembrance Day wreath (Section 137)	50		
Additional			
Christmas tree	300		
Litter picking	75	23.50	
Elections	2,085	-	Funds not used as no elections held. c/f £2,085
Events (Coronation)	1,000		
TOTAL	£42,000	£16,447.34	
Bank reconciliation as at 1 August 2023			
Barclays Current Account £22,009.35			
Scottish Widows £21,921.38	£43,930.73		
Balance c/f £37,660.26			
Add receipts £22,717.81			
Less payments £16,447.34	£43,930.73		