

**Minutes of Scarning Parish Council Meeting  
held in Scarning Village Hall on 26 September 2022**

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

### **Public Participation**

The Council was asked if it would approve expenditure on the flower boxes (see below Item 9).

The Playing Field Committee was asked why it is felling two oak trees. Cllr Hewson (Chair of the Playing Field Committee) explained that it is for health and safety reasons. He was asked if it was possible to trim back the branches so that the leaves and acorns do not fall on the tennis courts. He said it was not possible as the trees have been pruned many times and as well as the problems with acorns and leaves there is a street light in one of the trees as well as electricity cables and telephone wires. He said that two replacement trees will be planted. Cllr Hewson was asked if there were Tree Preservation Orders on the trees. Cllr Abel said he was trying to contact the Tree Officer at Breckland Council (see below Item 10).

### **1 Apologies for Absence**

Apologies were received from Cllr Geary, Cllrs Hewett and Turner (Breckland Council) and Cllr Richmond (Norfolk County Council).

### **2 Report from Norfolk County Councillor**

Cllr Richmond (Norfolk County Council) sent the following report. The carriageway patching works to Draytonhall Lane at the junction with the A47 have been postponed. A new date will be arranged. Two residents contacted him at the end of August regarding noise from the Maui Wau Festival. He advised them to contact Breckland Council's Licensing Team.

The Council agreed that it was unfortunate that Cllr Richmond had not been able to attend the meeting as his assistance and input was sadly missed. It was agreed to contact Cllr Richmond to see if he can attend the October meeting.

Cllr Turner had asked the Parish Council what it wished to see in a weekly report. It was agreed that the Council would like to see an update on all the activities of Breckland Council not just those pertaining to Scarning.

### **3 Declarations of Interest**

Cllrs Farnham and Hewson in Item 10 as members of Scarning Playing Field Committee.

#### **4 Minutes**

It was **RESOLVED** to approve and sign the minutes of the meeting held on August 15, 2022 as a true and accurate record with the addition of an item that was noted on the agenda:- 9.2. Planning application to be considered, 2 Fen Road 3PL/2022/0834/HOU. The application for an extension was on the agenda, but due to the lack of information the matter was decided at a later date.

The minutes were signed by the Chair.

#### **5 Matters Arising**

None.

#### **6 Planning**

6.1 Parish Council Comments sent to Breckland Council:-

2 Scarning Fen Two storey side extension	3PL/2022/0834/HOU No objection
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6.2 Application withdrawn:-

2 Scarning Fen Two storey side extension	3PL/2022/0834/HOU
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6.3 Application considered:-

Land at Railway Farm, Fen Road Retention of three one storey detached holiday units with parking (retrospective)	3PL/2022/0950/F
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The Parish Council objected to the application, The Council was concerned that this is a retrospective application. The Council requests that the applicant should make a full planning application. The Council was concerned that if this retrospective application is permitted, there is nothing to stop the applicant doing the same again in future. The Council will request that Breckland Council allows no further retrospective planning applications.

#### **7 Finance**

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

N Hartley, clerk's salary, £851.30  
Glasdon UK, new bin for Dereham Road/Chestnut Road, £88.75  
Vue It Training, computer course, £40  
N Hartley, reimbursement for photocopier ink, £78.43  
David Bracey, annual safety inspection report of play areas, £240  
NGF Play Ltd, repairs to outdoor rower at Blackthorn Drive play area, £209.28  
T T Jones Electrical Ltd, street lighting maintenance, £61.52

7. 2 The Council received a report of Actual Expenditure to Budgeted Expenditure

## **8 Clerk's Report**

The Council received the Clerk's report, a copy of which is attached to these minutes.

## **9 Tenancy at Will re Scarning Water Meadows**

The Council considered the proposed Tenancy at Will in respect of the play areas at Scarning Water Meadows. It was **RESOLVED** to sign the Deed of Surrender, but not to sign the Tenancy at Will as this has no set time period and leaves the Parish Council in limbo when it comes to matters such as the purchase of new play equipment. The Council will request that a new lease in respect of the two play areas be put to the Council for consideration as soon as possible.

## **10 Ted Ellis Play Area**

It was noted that another of the gates into the Ted Ellis play area has been pulled off its hinges. The Council's Safety inspector had advised that it is not necessary to have gates and fencing around the area. It was **RESOLVED** that until the new lease is agreed the Council will take no action.

## **11 Annual Play Safety Inspection Reports**

A number of low to medium risk items had been highlighted in the report. It was **RESOLVED** to carry out all the works in the report and to purchase two new signs in respect of the Outdoor Fitness equipment.

It was **RESOLVED** that the clerk will arrange the play safety reports to include the equipment maintained by Scarning Playing Field Committee at Shipdham Lane each year in order to reduce costs. The Parish Council and the Playing Field Committee will pay separate invoices.

## **12 Water Meadows Play Equipment Committee**

The Parish Council has established a Play Equipment Committee. Cllr Abel had conducted a survey of some residents on site and noted that the most popular requests to date were for a new Youth Shelter, a Bmx track and a Zip Wire.

### **13 Undergrowth near Dereham Road/Chestnut Road Footpath and the addition of street lighting**

It was noted that Norfolk County Council had cut the footpath. Under its policy the County Council cannot provide street lighting. The Parish Council considered installing street lighting, but it was **RESOLVED** not to pursue this due to the costs of installation, maintenance and ongoing running costs.

### **14 Cutting back the undergrowth from Footpath 5 (Fen Road)**

One of the residents had cut part of the footpath. Norfolk County Council had written to two neighbouring residents asking them to cut back their part of the hedge. It was **RESOLVED** that as this is not Parish Council owned land, the Parish Council has no power to take action.

It was further **RESOLVED** that when matters such as overhanging hedgerows are reported to the Parish Council, the Council will contact the relevant authority. Individual councillors can report any matters using the relevant websites.

### **15 Winter/increased Costs of Living**

The Council had written to the Village Hall Trust to see if the Hall could provide a place of warmth and light refreshments. The Trust had expressed concerns about manning the Hall and noted the coffee mornings already provide an opportunity for warmth, socialising and refreshments at a small charge. The Parish Council **RESOLVED** that it can take no further action at this point.

### **16 Request for a Storage Box**

The Council considered a request from Scarning PCC to purchase a storage box to store items to be left in the church porch to help residents over the coming winter months and in response to the cost of living crisis. It was **RESOLVED** that the PCC can purchase a storage box for up to £20.

### **17 Code of Conduct**

The Council reviewed its Code of Conduct. It was **RESOLVED** to approve without amendment.

### **18 Dispensations Procedure**

The Council reviewed its Dispensations Procedure. It was **RESOLVED** to approve without amendment.

### **19 Parish Council Introduction document**

The Council considered a Parish Council introduction document drawn up by the clerk for new councillors. The document was approved with an amendment regarding meetings of the Fuel Allotment Charity.

### **20 Resurfaced Footpath Between the School and Podmore Lane**

It was noted that there were weeds pushing through the surface of the new footpath and that the surface is uneven. The Council will report this to Norfolk County Council.

### **21 Flower Boxes**

It was **RESOLVED** to approve expenditure of £20 per flower box for the purchase of pansies and cyclamen.

### **22 Trees on Shipdham Lane Playing Field**

It was noted that Scarning Playing Field Committee, which is tasked with maintaining trees on the Playing Field had decided to fell two oak trees for health and safety reasons. (See this item in Public Participation.) It was **RESOLVED** by those councillors not connected with the Playing Field Committee that the Parish Council should not become involved unless there are legal reasons to do so. It was confirmed that the trees could not be cut down if there are Tree Preservation Orders in place. The Playing Field Committee was investigating this.

### **23 Book of Condolence**

It was **RESOLVED** that Cllr Bradford will sign the online Book of Condolence on behalf of the Parish Council.

### **24 Items for inclusion in the next agenda**

Parish Litter pick.

### **25 Next Meeting**

The next meeting will be on October 17 in the Village Hall at 7.30pm.

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

## **Clerk's Report**

### **A47/Fen Road Slip Road**

Norfolk County Council has inspected and has cleared the ditches/drains.

### **The Broadway**

Norfolk County Council has programmed to have the offlets cleaned and jetted (Job 222542). The Give Way sign will be repaired (222537). The Council is adding gabions under a Scheme, due to the cost. (Advised by William Richmond August 2022).

### **Dereham Road 'Dips'**

The 'dips' have been programmed (Job 222556 and 222555).

### **Former Broadway Allotment site**

Rent to be paid by 30 September.

### **Hedge Cutting Draytonhall Lane**

I am waiting for a reply from Taylor Wimpey re the request to cut back the hedge near the junction of Draytonhall Lane and the A47.

### **Highway Surveyors Land (Chapel Lane)**

Mr Eagle is to lease the land again from 30 September 2022. Rent to be paid.

### **Litter Bin Chestnut Road/Dereham Road Bus Shelter**

A new bin is to be installed.

## **WATER MEADOWS**

### **Outdoor Fitness Rower**

Norfolk Games & Frames has repaired the damaged rower.

### **Outdoor Fitness Equipment Sign**

One of the signs has been replaced as it was damaged beyond repair.

### **Picnic Bench**

One of the outer pieces on the picnic bench near the enclosed play area has been removed. A replacement part is to be fitted.

### **Slide**

Damage to the base of the slide has been attended to but needs adjusting. Mansfield Fencing to deal with.

### **Table Tennis Table**

The table has been installed.