

## **Minutes of Scarning Parish Council Meeting held online on 15 February 2021**

Present: C Farnham (Chair), T Abel, F Bradford, S Bunn, C Druce, C Hewson, I Semmons, N Parsons, M Steward. In attendance: N Hartley (Parish Clerk) Cllr W Richmond (Norfolk County Council).

### **1 Public Participation**

There were no members of the public present.

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

Cllr Richmond noted that the sign at Podmore Lane had been repaired. He noted that the appointment of a designated highways engineer was awaited.

### **3 Apologies**

Apologies were received from Cllr P Hewett (Breckland Council) and Cllr L Turner (Breckland Council).

### **4 Declarations of Interest**

None.

### **5 Minutes**

It was **RESOLVED** to approve and sign as soon as practicable the minutes of the meeting held on 18 January 2021 as a true and accurate record.

### **6 Matters Arising**

It was noted that someone had placed branches across Green Lane to prevent usage by vehicles. The clerk will chase the Countryside Access officer for assistance regarding the condition of the path.

It was noted that Breckland Council will not allow the Parish Council to place a dog bin at Park Lane as the verge widths are too narrow and there is not a sufficient number of houses to warrant a bin.

Cllr Farnham noted that Slow ways is to relaunch after Covid restrictions are lifted and the Parish Council will return to consideration of its scheme.

## 7 Planning

### 7.1 Breckland Council decisions:-

|   |                               |
|---|-------------------------------|
| Scarning Village Hall Trust, Scarning Village Hall<br>Proposed storage shed | 3PL/2020/1440/F<br>Approved   |
| 2, Wright Drive<br>Proposed first floor extension over garage               | 3PL/2020/1443/HOU<br>Approved |

### 7.2 Applications considered

|  |                                   |
|--|-----------------------------------|
| Meerkova, 1 Chestnut Road<br>First floor extension to front elevation over front study   | 3PL/2021/0174/HOU<br>No objection |
| Peacehaven, Podmore Lane<br>Proposed garage and annex<br>No objection subject to an agreement that the annex and garage cannot be sold separately. | 3PL/2021/0066/F                   |

## 8 Finance

8.1 It was **RESOLVED** to make the following payments in accordance with the Budget:-

- Chq 102241 Jemco, No dog signs for Water Meadows play areas, £56.79
- 102242 Logic Red Web Design, update parish website, £499
- 102243 Abel Groundworks, fell trees at Dereham Road and cut back trees at Chapel Lane (former Highway Surveyors land) £900
- 102244 Mansfield Fencing, to move goal on water meadows, supply new matting, new wooden goal and backboards, erect noticeboard, make repairs, install bench and litter bin & signs, & install new posts, £2,025

8.2 The following payments were received

Norfolk Community Foundation, grant to new fencing at Meadows, £3,894  
E & P Fox, newsletter ad, £125

8.3 The meeting received a report of Actual Expenditure to Budgeted Expenditure

## 9 Clerk's report

The meeting received a copy of the Clerk's report.

## 10 Payroll Provider

It was **RESOLVED** to appoint SCS Accounting Systems as the Council's new payroll provider from 1 April 2021.

### **11 Council Assets**

The Council considered whether it should be carrying out an evaluation of its assets and those of Scarning Fuel Allotment charity. It was **RESOLVED** to put together a document showing full details and maps of those areas owned by the Parish Council and the Fuel Allotment charity. Cllr Parsons and the clerk to liaise. The Council will hold a village tour in the summer.

### **12 Former Highway Surveyors Land at Chapel Lane**

The Council considered a request to purchase the former Highway Surveyors Land at Chapel Lane. The Council had sought guidance from the Charity Commission. Cllrs Druce and Hewson suggested that the Parish Council should not sell any land unless the Council was desperate for funds. It was **RESOLVED** to make no decision until the Council has put together and discussed the above document (see 11).

### **13 Christmas Tree Lights**

The Council's contractor had advised that the Christmas tree lights need to be replaced. It was **RESOLVED** to purchase a new set of lights from Lights4Fun, which provided the original lights.

### **14 Scarning Water Meadows**

Breckland Council is to cut its side of the Meadows this year and has agreed a joint contractor, Peter Frizzell. It was noted that the contractor will not remove the cuttings off site, but will put them in piles. It was **RESOLVED** to appoint Peter Frizzell to cut the half of the meadows nearest the stream. The clerk will seek guidance from Norfolk Wildlife Trust in terms of when the meadow is cut and also regarding Lucy's Meadow.

### **15 Additional Signs for Blackthorn Drive play area**

It was **RESOLVED** to purchase additional signs for the Blackthorn Drive play area to be installed when the new fence is erected at the small play area. These are to match the current signs at one of the two gates.

### **16 Accessibility Report**

The Council considered a request for an Accessibility Report for the two Water Meadows play areas, as well as the play area at Shipdham Lane. It was **RESOLVED** to request an Accessibility Report for each area and to tie the annual play equipment

safety reports together so that these are carried out at the same time in order to reduce costs. The Accessibility Reports and play safety reports will be linked to the Parish Council's current timetable.

### **17 Co-option Policy**

It was **RESOLVED** to approve a revised Co option policy.

### **18 Mid Norfolk Flood Partnership**

A Flood Partnership has been established by George Freeman, MP. The Council has already reported areas of flooding. In addition, the Council reported flooding at the ford at Bushy Common and requested that the river is cleared out.

Cllr Richmond will meet with the new designated highways engineer regarding the ditch and road at the Fen Road/Broadway junction.

### **19 Wild Flower Roadside Verges**

The Council considered a proposal for wild flower roadside verges. It was **RESOLVED** to ask Norfolk County Council if it will designate one or more areas for wild flowers and arrange cutting accordingly.

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

A parish memorial to those who have died of Coronavirus.

Repairs to the entrance/exit to the playing field at Blackthorn Drive.

The fence at the Ted Ellis play area.

Jubilee celebrations 2022.

How the Parish Council spends its funds.

A new flower box on the old Dereham Road.

### **21 Next Parish Council meeting**

The next Parish Council meeting will be held online on 15 March 2021 at 7.30pm.

**A resolution was passed (under the Public Admission to Meetings Act 1960) to exclude members of the public and press for the following confidential staffing item.**

## **22 Clerk's Working Hours**

The clerk's working hours were reviewed in light of the increased amount of work. It was **RESOLVED** to increase his hours to thirteen hours a week.

There being no further business, the meeting was closed at 9.20pm.