

Minutes of a Meeting of Scarning Parish Council held in Scarning Village Hall on June 20, 2022

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

Public Participation

It was noted that there are overhanging branches near the school and near one of the Dereham Road flower boxes. The Council had been asked to supply Norfolk County Council with a list of tasks for the Rangers visit in June, but the County Council was unable to provide a follow up as to which of these tasks had been completed. The Council is seeking to resolve this.

1 Apologies for Absence

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

2 Reports from County Council and District Councillors

Cllr Richmond (Norfolk County Council) had submitted the following report. The dip on Dereham Road near Chestnut Road has been programmed for repair.

Cllr Turner (Breckland Council) had submitted the following report. Serco is experiencing staffing issues through illness, annual leave and recruitment. Some delays to collections are inevitable. Residents are encouraged to sign up to Breckland Council's online alerts.

3 Norfolk County Council's Plans for Dereham Road Footpath

Norfolk County Council's plans for the Dereham Road footpath had been confirmed as follows:-

Podmore Lane to the Primary School will be resurfaced in summer 2022.

Blackhorse Close to Hill Rise will be programmed for 2023/24, subject to budgetary limits. Hill Rise to Podmore Lane will be programmed for 2023/24, subject to budgetary limits.

The footpath outside Scarning Church will be programmed for 2023/24, but it may be later due to budgetary limits.

4 Declarations of Interest

Cllr Farnham declared an interest as a neighbouring landowner in planning application 3PL/2022/0557/HOU.

Cllr Geary declared an interest as a neighbour and friend in planning application 3PL/2022/0557/HOU.

5 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on May 2022 as a true and accurate record.

6 Matters Arising

None.

7 Planning

7.1 Breckland Council decisions

White House Farm, Bradenham Lane, 3PN/2022/0004/UC
Prior approval for the change of use of agricultural buildings (Unit 3 and part of change of use of Unit 2) to a flexible use falling within Class E and Class B8 under Class R of part 3, Schedule 2 of the Town and Country Planning (General Permitted Development England Order 2015 – as amended) Approval granted

7.2 Applications considered

Bay Tree House, 2 Jessopp Close 3PL/2022/0557/HOU
Remove conservatory to the rear and erect single storey rear extension
No objection

1 Primrose Close 3PL/2022/0661/HOU
Erection of fence (retrospective) No objection

8 Finance

8.1 The following payments were approved in accordance with the Budget:-

N Hartley, clerk's salary, £869.06
N Hartley, reimbursement for photocopier ink cartridge, £33.10
Mansfield Fencing, installing litter bins and disposing of old bins, remove graffiti from bins at Ted Ellis Walk and straighten dog bin on Chapel Lane, £220
Jemco, replacement sign for Outdoor Fitness at Blackthorn Drive play area, £28.85
S Goldsworthy, reimbursement for flowers for the Council flower boxes, £25.20
Dee Jackson Training, First Aid/Defibrillator course, £50

C Baker, reimbursement for bubbles for Jubilee, £19.95
Premier Parties, hire of bouncy castle for Jubilee, £200
V Scott, face painting at Jubilee, £175
M Blackburn, first aid items for Jubilee, £84.92
TOP Garden Services, verge cutting and cutting grass in play areas at Water Meadows, £531
TOP Garden Services, grass cutting Scarning churchyard, £180 (Section 137)
SCS Accounting Services, internal audit fee, £120
S Rockley, reimbursement of expenditure on tombola prizes for Jubilee, £130.04
Red Cross, donation to running costs (Section 137), £130
Aon Services, hire of toilet for Beacon lighting (Jubilee) £180
C Farnham, purchase of books for Scarning Primary School for Jubilee, £42.06

8.2 The following payments had been received:-

HMRC, Vat reimbursed to the Council, £4,044.82
I Hartley, advertisement for the Beacon, £30
K & S Rockley, proceeds of Jubilee tombola, £124.50

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

9 Internal Audit

The Clerk noted that the internal audit had been successfully completed. The only point noted was that the Council had not published on the website the exercise of public rights in the financial year 2020-21.

10 Clerk's Report

The clerk's report is attached to the Minutes. The Council will report some recent acts of vandalism on Scarning Water Meadows (damage to one of the bridges and to the gate into the Ted Ellis play area) to the Police.

11 Amendments to the Council's Standing Orders

The Norfolk Association of Local Councils recommended a change to Standing Order 19. At the same time, the clerk tidied up the document so that Chairman and Vice Chairman now read Chair and Vice Chair. It was **RESOLVED** to amend Standing Order 19 and to approve the revised Standing Order document.

12 Surrender of Water Meadows Lease

The clerk had met Breckland Council's Asset Manager for the site. Breckland Council is to prepare a document under which the Parish Council will surrender the existing lease. The Parish Council will then be presented with a new lease of the two play

areas to include the assets the Parish Council currently owns on other parts of the site as a whole.

The Asset Manager had asked if the Parish Council would accept responsibility for two trees outside the boundary of the Ted Ellis play area. It was **RESOLVED** that the Council does not wish to take responsibility for these trees. The Council will seek clarification over responsibility for the site in the period before the existing lease is formally surrendered and a new lease is agreed.

13 Drag Sheets (Water Meadows)

The Council owns two drag sheets that were bought to help remove cuttings off the site. As the Council is surrendering the lease of these parts of the site, the Council has no need of the sheets. It was **RESOLVED** to give one of the sheets to Mr Walker in recognition of all his work on the site and the other to Mid Norfolk Conservation Volunteers.

14 Reciprocating Mower

It was agreed to store the reciprocating mower in the container on the Shipdham Road playing field for use by the Playing Field Committee.

15 Public Footpaths

The Council would like clarification over the public footpath from Podmore Lane to Chapel Lane as it is not clearly marked. It was **RESOLVED** to ask Norfolk County Council to mark out the footpath.

16 Scarning Beacon

Cllr Farnham noted the amount of time it takes him to produce the Beacon each month. It was **RESOLVED** to produce the Beacon quarterly. The Council considered printing a paper copy for delivery to all households, but **RESOLVED** not to pursue this in view of the printing costs.

17 Jubilee Celebrations

Cllrs Blackburn and Farnham were thanked for all the hard work they had put into organising the Jubilee celebrations. Sharon Goldsworthy was thanked for providing the bunting and balloons on the flower boxes. The Council thanked all those who had helped at the celebrations.

18 Purchase of Books for Scarning School

Cllr Farnham had purchased four books for the school as part of the Jubilee. It was **RESOLVED** to approve the purchase and to reimburse Cllr Farnham.

19 Apportionment of funds received from the Jubilee Tombola

The proceeds of the sale of tombola tickets had been paid into the Parish Council's account. The Council was asked if it would like to donate this money to East Anglian Air Ambulance. It was **RESOLVED** to make this donation of £124.50.

20 Donation to East Anglian Air Ambulance from the Jubilee

The band at the Beacon lighting ceremony had requested a donation be made to East Anglian Air Ambulance instead of them taking a fee. It was **RESOLVED** to make a payment of £100.

21 Community Car Scheme for Scarning

The Council further considered the introduction of a Community Car Scheme. It was noted there had been no response to the Chair's request in the Beacon for potential users of a service. The Council also noted the difficulty in recruiting drivers in view of the low reimbursement rate for petrol. It was **RESOLVED** that the Council will not introduce a Community Car Scheme.

22 Tenancy of the former Highway Surveyors Land at Daffy Green

The lease on the land has expired and the tenant has not renewed the lease. It was **RESOLVED** to chase an update from the former tenant's solicitor.

23 Leases of the Parish Council's land

It was **RESOLVED** to seek advice from the Council's solicitor about the rate the Council can apply when reviewing its rents.

24 Hedge from Black Horse Close to Podmore Lane

It was **RESOLVED** to obtain quotes to manually cut the hedge and to remove the cuttings.

25 Items for inclusion in the next agenda

None.

26 Next Meeting

The next Parish Council meeting will be on July 11. The meeting will be simultaneously live-streamed.

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

Clerk's Report

The Broadway

Norfolk County Council has programmed to have the offlets cleaned and jetted (Job 222542). The Give Way sign will be repaired (222537)

Dereham Road 'Dips'

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

Dereham Road/Hall Cottages

Norfolk County Council had cleared the drains outside 1 Hall Cottages to help prevent flooding. This has subsequently been programmed for a 'hotbox repair' to slope the road towards the gully (NCC Job 222538). NCC has also programmed to have the gully cleaned and jetted (Job 222543). There has been some patching of the footpath.

Graffiti

The Mansfields have been unable to remove the graffiti on the Council bin on Ted Ellis Walk. The graffiti on the bin by the Ted Ellis play area has been removed.

Litter Bins

The new bins have been installed on the Shipdham Lane playing field and at Dereham Road/Coach Lane. The bin on Chapel Lane has been reset.

WATER MEADOWS

Bridge

The fencing around one of the bridges has been pulled off. Breckland Council have attended to.

Gate

One of the gates at the Ted Ellis play area has been pulled off its hinges. I have asked the Mansfields to replace with a new gate, as it cannot be repaired.

Graffiti

There is graffiti on the bench near the stream. I have asked the Mansfields to remove.

Outdoor Fitness Equipment Sign

One of the signs is to be replaced. The existing sign is still in place.

Table Tennis Table

Tim Abel to install.