

Minutes of Scarning Parish Council Meeting held in Scarning Village Hall on 25 September 2023

Present: F Bradford (Chair), T Abel, M Blackburn, C Hewson, T Mallard, C Porter, M Steward. In attendance: N Hartley (Parish Clerk), Cllr W Richmond (Norfolk County Council). Two members of the public.

Public Participation

A member of the public noted that the hedge along Dereham Road needs cutting back further. It was noted that the Council's policy is that complaints should be addressed to Norfolk County Council through its Report a Problem facility. Cllr Hewson noted that landowners are given a two month period in which to cut roadside hedges. Cllr Richmond (Norfolk County Council) said he is checking when the path is to be resurfaced. He is meeting Highways engineers to discuss a number of matters on Dereham Road, including the 'dips' near Chestnut Road, the Council's proposal for a uniform speed limit, parking outside the school.

1 Apologies for Absence

Apologies for absence were received from Cllr Bunn, who was unable to attend the meeting, and Cllrs L Turner and P Hewett (Breckland 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 21 August 2023 as a true and accurate record. The minutes were signed by the Chair.

4 Matters Arising

None.

5 Report from Norfolk County Councillor

Cllr Richmond invited councillors and members of the public to meet Highways engineers with him (September 28) to discuss issues on Dereham Road. It was noted that there is flooding at the junction of Draytonhall Lane and the A47. Cllr Richmond said he will look into this.

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

TOP Garden Services, cutting the grass in Scarning churchyard (May-July) £756 (Section 137)

TOP Garden Services, cutting the verges and playing fields (May-July) and the hedgerow from Black Horse Close to Hill Rise, £2,664.96

6.2 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:-

22 Greenwood Drive

3PL/2023/0478/HOU

Conversion and extension of garage to form new living accommodation Approved

8 Flower Boxes

The Council considered if there were ways in which its flower boxes could be made more sustainable in terms of the shrubs/flowers in them. It was noted that there are shrubs in the boxes and that bedding plants are added for colour. It was **RESOLVED** that the Council will make a request on social media in February/March each year for specific bedding plants in order to reduce costs.

9 Speed Watch Coordinator

The Council is seeking a coordinator to take over running the Speed Watch group as Cathy Geary is stepping down from this role. If no coordinator is appointed, the group will have to return the equipment to the Police. Cllr Mallard offered to act as the coordinator until a permanent replacement is found. It was **RESOLVED** that Cllr Blackburn will draft wording for a further request for a coordinator and that the Council will approve the wording. The school will be asked to place an advertisement for a coordinator in its newsletter and to note that the group will cease if no coordinator is appointed.

10 Appointment of Representative to Scarning School

It was **RESOLVED** to appoint Cllr Porter as the Council's representative to Scarning Primary School.

11 School Parking

It was **RESOLVED** that the Council will contact Civil Parking Enforcement (King's Lynn and West Norfolk) to request attendance at the school at drop off and/or picking up time.

The school will be asked to remind parents not to park on the double yellow lines. The Council will publish the details of where residents can address parking issues on its social media pages and website.

The Council requested an extension of the double yellow lines toward Draytonhall Lane. Cllr Richmond (Norfolk County Council) noted the cost of this, but said he will address this with Highway engineers at his upcoming meeting.

12 Trees at Shipdham Lane Playing Field

The Council's request to cut back the lower branches of the oak trees next to the two tennis courts had been approved by Breckland Council. The Council will obtain quotes to carry out the work. It was agreed that the quotes can be agreed by email in order to speed up the process. Cllr Hewson agreed to remove the cuttings off site to reduce the overall cost. Cllr Abel suggested that the action will not rectify the problem regarding the branches and asked if the higher branches could be cut back. It was **RESOLVED** that the Council will take the action above in accordance with the TPO and see what difference it makes. If required, the Council will apply to the Tree Officer for additional branches to be cut back.

13 Update on BCS Mower

Cllr Abel noted the mower has not sold as yet. It was **RESOLVED** to sell the mower through DRP Horticultural Services.

14 Report from Social Media Officer

Cllr Blackburn noted that most of the reaction to the Maui Wauai Festival had been positive. She noted the Council is putting laminated maps on the noticeboards showing who is responsible for which areas/facilities on the Water Meadows.

15 WhatsApp page Request

A member of the public had made a request for a Parish Council WhatsApp. It was **RESOLVED** that the Council is not in favour of this.

16 Speed Reduction Request Dereham Road

Cllr Richmond (Norfolk County Council) has put forward a request for a reduction in the speed limit on Dereham Road. The Council **RESOLVED** this should be a uniform 40mph.

17 Grant Applications (Play Equipment)

Cllr Bradford will seek funding from Vattenfall's Community Fund as well as other funding sources.

18 Items for Inclusion on the Next Agenda

Update on grant applications.

Grass cutting quotes.

19 Next Meeting

The next meeting will be in the Village Hall at 7.30pm on October 19.

There being no further business, the meeting was closed at 8.10pm.

Scarning Parish Council Actual to Budgeted Expenditure

Running Costs	Budgeted	Expenditure	Notes
Insurance	750	708.10	
Clerk's salary & Paye	10,500	4,637.68	
Clerk's expenses	500	154.25	
Council phone	50	20.00	
Payroll services	100	36.00	
Office supplies	250	50.03	
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	59.99	
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	40.25	
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	75.00	
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	£17,599.97	
Bank reconciliation as at 1 September 2023				
Barclays Current Account £20,856.72				
Scottish Widows	£21,921.38	£42,778.10		
Balance c/f	£37,660.26			
Add receipts	£22,717.81			
Less payments	£17,599.97	£42,778.10		