

**Minutes of Scarning Parish Council Meeting
held in the Village Hall on 18 March 2019**

Present: W Brown (Chair), F Bradford, C Farnham, J Magrath, P Page, P Page, M Steward. Cllr W Richmond (Norfolk County Council) Cllr L Turner (Breckland Council) Mr N Hartley (Parish Clerk) Five members of the public.

The meeting began with a period of Public Participation. Mrs Goldsworthy volunteered to maintain the plants in the flower boxes at either end of the village. She was thanked by Council members. Mr Walker noted that more members have come forward to join the Scarning Conservation Volunteers, which should allow the group to continue. Mr Steward noted that a candidate has put himself forward for chairmanship of the Playing Field Committee. There will probably be a new treasurer. He noted the cost of a new mower to maintain the playing field. It was suggested that the Committee applies to Breckland Council for match funding to purchase the mower. The clerk was asked to obtain costs for maintaining the playing field. The condition of the verge at Chestnut Road was noted by a resident due to a vehicle parking on it. She was advised to contact the Police regarding her concerns about the vehicle interfering with visibility and possible difficulties for pedestrians, cars and cyclists. Cllr Farnham proposed that the Parish Council hold a Litter Pick every three months.

1. Apologies for absence

Apologies were received from Cllrs Abel and Faulkner.

2. Declarations of Interest

None.

3. Minutes

The minutes of the meeting held on 18 February 2019 were approved and signed by the Chairman as a correct record without amendment.

4. Matters Arising

It was questioned whether the red telephone box could be re-sited at the front of the Village Hall as this area is better lit and therefore should be better protected against vandalism. the box could be sited near the noticeboard where it would not interfere with parking. The clerk was asked to write to the Village Hall Trust.

5. Finance

5.1 The following payments were made in accordance with the Budget:-

Chq 102037 Big C, charitable donation, £115 (Section 137)
102038 East Anglian Children's Hospice, charitable donation, £115 (Section 137)
102039 Dereham Cancer Care, charitable donation, £115 (Section 137)
102040 East Anglian Air Ambulance, charitable donation, £115 (Section 137)
102041 Revitalise, charitable donation, £115 (Section 137)
102042 Norfolk Accident Rescue Service, charitable donation, £115 (Section 137)
102043 Cheque not used
102044 Dereham Citizens Advice, donation towards running costs, £150 (Section 142)
102045 Dereham Meeting Point, donation towards running costs, £150 (Section 137)
102046 Scarning Village Hall, hire of the Village Hall for meetings, £140

102047 N Hartley, reimbursement of clerk's expenses, £208.05
102048 HMRC, clerk's PAYE, £8.40
102049 X2Connect Ltd, red paint & primer for phone box, £99.52
102050 Commonwealth War Graves Commission, sale of War Memorial book, £45
102051 Thinking Rural, payroll services, £12

5.2 The following payments were received

Scarning Playing Field Committee, peppercorn rent for Playing Field, £0.05
Mrs E Bush, rent of former Highway Surveyors land at Daffy Green, £5
Mr N Eagle, rent of former Highway Surveyors land at Chapel Lane, £10

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

5.4 The Internal Control Officer reported that he had carried out all the necessary checks and that everything was in order.

6 Planning

6.1 Breckland Council decisions

Mrs A Buckingham, Yew Tree House, Chapel Lane
3PL/2018/1447/F
Construction of granny annex
Approved

7 Internal Control Policy

The Council APPROVED its Internal Control Policy for 2019/20.

8 Risk Management Policy

The Council APPROVED its Risk Management Policy for 2019/20.

9 Health and Safety of Assets Report

The Council APPROVED its Health and Safety of Assets report for 2019/20.

10 Red Telephone Box

The Council approved an additional payment to cover the cost of installing shelves in the phone box, a suggestion box and an area for old photographs.

11 Footpath

The Council considered a request to clear the footpath from Black Horse Close to Scarning School. The clerk will request the Rangers to carry this out.

12 Correspondence

13 Next Meeting

The date and time of the next Parish Council meetings will be Monday April 15 2019 at 7pm (Annual Parish Meeting) followed by the Parish Council meeting at 7.30pm.

The Meeting was closed to the Public

Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it was resolved that, because of the confidential nature of the business transacted, the public were asked to leave the meeting during consideration of the clerk's appraisal.

14 Clerk's Appraisal

The clerk received his annual appraisal. His objectives will be set by the new Chairman and a staff committee. The clerk was advanced to the old SCP 29 (new SCP 23).

There being no further business the meeting was closed at 8.20pm.