

MINUTES OF A MEETING OF SCOULTON PARISH COUNCIL HELD ON 8th NOVEMBER 2017 AT 8.10 PM IN THE VILLAGE HALL

Present: Cllrs Zena Rowland (Chair), Mark Brown, Al Middleton, Roy Potton, Andrew Shingfield, Colin Spinks and Nigel Webster.

In attendance: Heidi Frary (Clerk), DC Hewett and DC Rogers

OPEN FORUM

DC Hewett had previously circulated her report.

The Clerk had received an update from Breckland about the installation of CCTV in the parish as they were not able to attend the meeting. It was agreed not to proceed at this time, and all fly tips to be reported to Breckland for investigation.

1. **Apologies** were received from CC Jordan
2. **Register of interests** – to declare personal or prejudicial interests in items on the agenda – None.
3. **Minutes** of the meetings held in September 2017 had been circulated and were **approved**.
4. **Matters arising.**
 - Rubbish in the ditch along Mere Lane has not been removed. **Clerk to chase Breckland Council and copy DC Hewett into the email**
- 5 **Planning:**
 - 3PL/2017/1230/F: School House, Norwich Road – siting of a temporary static caravan. There were no comments on the application, but concerns were raised that the caravan is already on site despite permission not having been granted at this stage.
 - 3PL/2017/1188/HOU: Meadow Sweet Barn, Norwich Road – two storey extension to the side of the existing house. No views or comments.
 - It was agreed that the Clerk, as Responsible Officer, should have delegated powers to respond to planning applications on behalf of the Council in accordance with the attached flowchart. This will be reviewed at every Annual General Meeting.

All proposed: ZR, seconded: AM

 - It was noted that the appeal relating to the land to the west of Walnut Shades has been dismissed.
6. **Correspondence:**
 - Breckland Council – Sport and Outside Play funding. No suitable projects in the parish
 - Wayland Partnership – thank you for donation. Retained by the Clerk
 - The clerk received an email from ZR stating “Today, November 7th 2017, I have, as Chair of Scoulton Parish Council, been entrusted with the key to Scoulton Village Hall. The key is only to be used by the Parish Council in pursuit of Parish Council business and is to remain in the care of the Chair. When a new Chair is appointed it is to be passed to whoever that may be.” **Clerk to write to the Village Hall Committee and confirm this.**

7. Highways issues including feedback from Highways site meeting and bus shelter discussions

CS met with Ben Raynor, Highways engineer to look at issues within the parish. He agreed to repair the damaged barrier however there is very little funding for other works.

The Clerk received quotes for bus shelters, and if the hard standing is of suitable size and quality, it is hoped that a small shelter can be installed at a cost to the parish, after grants, of approximately £500. **AS to measure the concrete pad and the Clerk to obtain revised bus shelter quotes to submit a Parish Partnership bid if suitable.** Proposed: AM, seconded: AS

8. War Memorial Update

The memorial has been cleaned. The plaque has been removed and will be cleaned and replaced in due course. **ZR and AS to action.** Photographs will be added to Scoulton News. **ZR to forward to the Clerk.**

9. Payment of Invoices and receipt of accounts to date

• Clerks Reimbursements	£23.69
• Village Hall Hire	£10.00
• Norfolk Pension Fund (November)	£39.74
• Norfolk Pension Fund (December)	£39.74
• Gary Lake (Grass cutting)	£798.00

Proposed: AS, Seconded: RP

10. Agreement of Filming at Council meetings and media relations policies

These had been previously circulated and were agreed. Proposed: AS, seconded: RP

11. Future Business

Agreement of Precept

General Data Protection Regulations and the implication for Parish Councils

12. Dates of future meetings:

3 January, 14 March, 9 May (AGM), 11 July, 12 September and 14 November 2018 at 8.10pm
Scoulton Village Hall

Meeting closed at 8.45pm