Minutes of the Annual Parish Council Meeting held in Scarning Village Hall on 18 May 2026

Councillors Present: N Parsons (Chair), T Abel, M Eveling, C Hewson, H Manning**,** M Steward**.**
In attendance: Cllr L Turner (Breckland Council), N Hartley (Parish Clerk), Melanie Badman and Zoe Footer of Breckland Council, and one member of the public.

1 Election of Chair

Cllr Parsons was elected Chair of the Council. He signed the Declaration of Acceptance of Office.

2 Election of Vice Chair

Cllr Eveling was elected Vice Chair of the Council. He signed the Declaration of Acceptance of Office.

The Council recorded its thanks to the outgoing Chair (Steve Bunn) and Vice Chair (Helen Manning).

3 Land at Blackthorn Drive and Ted Ellis Walk

Zoe Footer and Melanie Badman attended the meeting on behalf of Breckland Council Asset Management regarding the purchase of land at Blackthorn Drive and Ted Ellis play areas. Breckland Council is offering land to parish and town councils in advance of Local Government Reorganisation. It was noted that once LGR takes place, Scarning will be swallowed up by a larger council and the emphasis of that council may not be at a local level. Breckland Council's aim in selling its land is to ensure residents benefit from the transfer of land. It was recommended that if the Parish Council wants to buy the land that it takes the surrounding ditches and trees, otherwise it will have restricted access to the site. It was noted that the ditch needs minimal maintenance and the trees can be added to the Council's annual Tree Survey. A member of the Council expressed concerns over possible boundary changes in the future and it was accepted that it would be better for the Parish Council to own the land in order to protect against this. The Parish Council would pay for the legal transfer of the land if it wishes to proceed. A transfer of the land could take up to ten weeks. The Council will reconsider the matter at its June meeting.

4 Apologies for Absence

Apologies were received from Cllrs Blackburn and Bunn, who were on holiday, Cllr Bradford, who was working, Cllr Hewitt (Breckland Council) and Cllr Webb (Norfolk County Council).

5 Declarations of Interest

Cllr Hewson declared an interest in any matters relating to Shipdham Lane Playing Field.

6 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 20 April 2026. The Chair signed the minutes.

7 Matters Arising

With regard to the sale of land at Daffy Green, the Council's solicitors had advised that the purchasers' solicitors are still reviewing the Deed of Assignment.

8 Public Participation

None.

9 Breckland Councillor's Report

A copy of Cllr Turner's report is attached to the minutes.

10 Planning

10.1 The Council considered the following planning application:-

17 Park Lane, single storey front to form porch PL/2026/0550/HOU

It was **RESOLVED** that the Council had no objection.

11 Finance

11.1 The Council approved the following payments to be made in accordance with the Budget:-

N Hartley, clerk's salary, £1,000 (Standing Order)
HMRC, payment of PAYE, £92.53
Mansfield Fencing, new flower boxes for village sign layby, £810
Nurture Landscapes Ltd, grass cutting Scarning churchyard, £453.60 (Section 137)
Smith of Derby, repairs to church clock, £2,372.40
KW Services, grass cutting, £390
Norfolk County Council, legal work re sale of land at Daffy Green, £28.62
Clear Councils, insurance premium, £1,099.76

11.2 The Council noted receipt of the following payment:-

HMRC, Vat reclaimed, £1,992.06

12 Accounts for 2026 and the Annual Return

The Council received its annual accounts for the year ending 31 March 2026. It was **RESOLVED** to sign the Annual Return. The Chair and the Clerk signed the Annual Return.

13 Annual Asset Report

The Council received a copy of the annual Asset report. It was **RESOLVED** to carry out the following:-

Treat the rust and repaint the benches at Podmore Ford and the Village sign lay-by.
Treat patches of rust on the Ted Ellis walk football goals.
Re-stain the noticeboard outside the Village Hall and the two benches on Shipdham Lane playing field.

It was **RESOLVED** not to replace twelve missing wooden rails at Ted Ellis play area, as this was an ongoing problem and it was felt that if the rails are replaced the problem will continue.
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14 Appointments

It was **RESOLVED** to appoint Cllrs Parsons and Eveling as members of the Staff Committee.

It was **RESOLVED** to appoint Cllr Blackburn as the Council's Internal Control Officer.

It was **RESOLVED** to appoint Cllr Parsons as the Council's Social Media Officer.

Appointment of members of the Budget Committee will be carried forward to the June meeting.

15 Appointment of Council representatives

It was **RESOLVED** to appoint the following representatives:-

Cllrs Bunn and Abel to Scarning Playing Field Committee.

The Clerk to the Seckar Trust.

Cllr Parsons to Scarning United Charities.

16 Appointment of a contractor (Shipdham Lane Playing Field car park)

The Council was waiting for quotes from two of its nominated contractors, AJ Hudson Builders and ADS Utilities. The latter had failed to provide a quote.

It was **RESOLVED** to appoint and request a quote from JS Asphalt.

The Clerk was asked to contact Andrew Hudson regarding a specification document, which may differ from the original documentation provided to the Council.

Councillors discussed the future maintenance of the car park and agreed to discuss this further at a future meeting with the Village Hall Trust.

The Council will also discuss signage directing users to the car park once it has been laid down.

17 Oak Trees (Shipdham Lane)

It was **RESOLVED** to appoint Mr Bambridge to trim the oak trees next to the tennis courts at a cost of £500.

18 Items for Inclusion in the next agenda

Update on the Dog Show.

Appointment of a contractor for Shipdham Lane car park. Future maintenance plans for the car park and car park signage.

18 Next meeting

The next meeting will be held in the Village Hall on June 15 at 7pm.

There being no further business, the Chair closed the meeting at 7.50pm.

Signed …… Chair
Date …….

District Councillor's report

Result of County Council Elections. The new County Councillor Scarning for the new county division of Dereham North and Scarning is Mrs Alison Webb (Conservative)

Elections for the new unitary authority take place in 2027, and for one year those elected will work in shadow form alongside sitting district councillors. Breckland Council will cease at midnight 31st March 2028, when the three unitary authorities will be effective from then on. The new West Norfolk unitary authority will comprise of Breckland, Kings Lynn and West Norfolk, plus some South Norfolk parishes – further details to follow! Mayoral elections still programmed for 2028.

Domestic Food Waste – will start later this year, as a mandatory service, at a cost of £3M to Breckland – delays have been caused by availability of bins, caddies and trucks.

Small electrical items and batteries – kerbside collection is suspended following major fire at the recycling centre.

Please keep your eye out for information about a range of grants available from Breckland Council and grants towards heating oil from Norfolk County Council.

Community Assets Transfer – this is underway for action – from Breckland Council to parishes

There is a very detailed report of all Breckland Council's achievements on the Shipdham website. Paul and Lynda will continue to support their residents and parishes until the new authority is established.

Always happy to help

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