

## **Minutes of Carbrooke Parish Council Meeting held in Carbrooke Village Hall on 20 September 2022**

**Present:** Cllrs J Tinson (Chair), J Borrett, N Defew, G Long, G Redfern, P Sampher, M Wormald. In attendance: Cllr H Crane (Breckland Council) N Hartley (Parish Clerk). One member of the public.

### **Public Participation**

The Council was asked if it would consider the purchase of a tree to commemorate the reign of Queen Elizabeth II. The Council was asked if Summer Lane could be included on the County Council's gritting route now that there is a regular bus service along it.

### **1 Co Option**

Nathan Defew was co opted onto the Parish Council. He signed the Acceptance of Office form.

### **2 Apologies for Absence**

Apologies were received from Cllr Mawby, who was working, and Cllr C Bowes (Norfolk County Council).

### **3 Report from Breckland**

A copy of Cllr Crane's report is attached to the minutes. Cllr Sampher thanked her for all she had done to have the Mobile Food Store added to the route to include Carbrooke.

### **4 Declarations of Interest**

Cllr Sampher declared an interest in any matters relating to Blenheim Grange and the Community Hub. Cllrs Long and Wormald declared an interest in any matters relating to Blenheim Grange. Cllr Defew declared an interest in any matters relating to the Millennium Green.

### **5 Minutes**

It was **RESOLVED** to approve and sign the minutes of the meeting held on 12 July 2022 as a true and accurate record. The Chair signed the minutes.

### **6 Matters Arising**

It was noted that at the Council's request Konnectbus has fitted a timetable in the bus shelter on Broadmoor Road.

It was noted that the Council has filled the holes and re-shingled the Village Hall car park. The shingle was supplied by Mick George as a community gesture of good will.

## 7 Planning

### 7.1 Breckland Council decisions:-

New Green Business Park, Norwich Road 3PL/2022/0806/F  
Construction of 2 stand alone business units and a terrace of 8 business units for office use (use Class E (g) (i), research and development (use class E (g) (ii), light industry (use Class E (g) (iii) general industry (use Class B2) or storage and distribution (use Class B8) with associated access, car parking and landscaping arrangements  
No objection

### 7.2 Breckland Council decisions

Acorn Barn, Shipdham Road 3PL/2022/0635/HOU  
Single storey extension and alterations to front Approved

St Peter & St Paul Primary School 3PL/2022/0260/F  
Removal of mobile classroom in school field and replace with new timber frame classroom Approved

## 8 Finance

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

Veolia, waste collection from Community Cabin, £36.36  
Westcotec, installation of solar powered lights in Village Hall, £5,244  
N Hartley, clerk's salary, £751.56  
P Arrowsmith, services to the Community Hub, £582  
British Gas, gas bill for Community Hub, £64.20  
British Gas, electricity bill for Community Hub, £95.52  
British Telecom, internet bill for Community Hub, £62.34  
British Gas, gas bill for Community Hub, £75.04  
British Gas, electricity bill for Community Hub, £95.85  
EE, mobile phone contract for Community Hub, £114  
N Hartley, clerk's salary, £751.56  
P Arrowsmith, services to the Community Hub, £693  
HMRC, clerk's PAYE, £189.20  
TOP Garden Services, Village Hall grass cutting, £96  
TOP Garden Services, emptying litter and dog bins at Blenheim Grange, £178.80  
P Arrowsmith, reimbursement of expenses for the Hub, £125.37  
P Arrowsmith, reimbursement of cost of food hygiene course for Community Hub, £24  
P Sampher, reimbursement of expenses for the Hub, £60.49

Millennium Green Trust, grant for annual insurance policies, £1,741.13  
Spire Solicitors, land registry disbursements re fencing at Blenheim Grange, £14.40  
EE, mobile phone charges for Community Hub, £22.80  
British Gas, gas bill for Community Hub, £65.80  
British Gas, electricity bill for Community Hub, £110.02  
Mansfield Fencing, fill potholes/spread shingle in Village Hall car park, £1,930  
L Fox, reimbursement for expenditure at the Hub, £122.95  
P Arrowsmith, reimbursement for expenditure at the Hub, £23.93  
P Sampher, reimbursement of expenses for the Hub, £61.01

8.2 The following payments were approved from the Commuted Sum:-

AG Gardening & Maintenance, clearance of flower beds, path clearance, £540  
TOP Garden Services, remove dead wood from poplar tree on Wessex Drive & fell two trees on Wessex Drive, £960  
TOP Garden Services, grass cutting at Blenheim Grange, £1,104

8.3 The Council had received the following payments:-

Community Hub, cash, £293.86  
Wham Entertainment, hire of the Community Hub, £62.50  
Cranswick Country Foods, hire of the Community Hub, £146  
Unity Trust Bank, interest on account, £74.09  
Community Hub, cash, £320  
SC Rivett, hire of the Community Hub, £82.50  
A E Rees, hire of the Community Hub, £165  
Community Hub, cash, £682.50

8.4 The meeting received a copy of a report of the Council's Actual Expenditure to Budgeted Expenditure

## **9 New Signatories to Bank Accounts**

It was **RESOLVED** to add Cllr Long as a signatory to the Council's accounts with Barclays and Lloyds. Cllr Wormall will obtain online access to the Barclays account to which he is an existing signatory. Cllr Borrett withdrew as a signatory.

## **10 Trampoline**

It was **RESOLVED** to appoint Online Playgrounds to repair the trampoline at Blenheim Grange.

## **11 Speed Watch**

It was noted that there was not as yet a sufficient number of volunteers to form a Community Speed Watch Group. It was **RESOLVED** to make a further call for volunteers.

Cllr Bowes (Norfolk County Council) had offered to fund two flashing 20mph advisory signs outside the school. This would free up the SAM2 signs to be moved to Caudle Springs to deter speeding along the footpath area. It was **RESOLVED** to accept Cllr Bowes' offer.

## **12 Noticeboard**

Cllr Sampher proposed moving the Council's noticeboard at Blenheim Grange from near the roundabout to the edge of the Spa car park. It was **RESOLVED** to obtain a quote to clean and move the noticeboard.

## **13 Clearance of the area behind the Norwich Road bus shelter**

The Council discussed problems with litter and anti social drinking in this area. It was **RESOLVED** to return to this at the October meeting.

## **14 Anti social drinking/litter by power sub station**

The Council discussed problems with litter and anti social drinking in this area. It was **RESOLVED** to see if Arqiva will help with lighting and to return to this at the October meeting.

## **15 Parish Magazine**

The Council will return to this proposal at its October meeting.

## **16 Road adoptions at Blenheim Grange**

There was no significant update from the consortium.

## **17 Update on the Community Hub**

Cllr Sampher said the Committee had agreed that Pam Arrowsmith should be the sole booking clerk. The Council agreed to this. He noted that Steve Arrowsmith has become vice chair of the Committee. He noted that Cranswick Country Foods has offered to install gates and fencing around the patio at the Hub at a cost of around £4,000 in exchange for bookings at the Hub worth £1,350. It was **RESOLVED** to approve this. Cllr Sampher noted that uniform sales at the Hub had raised £317. All the clothes were donated from the lost property departments at schools. He noted problems with some hirers leaving the building before the end of their hire. The Committee will amend the Hire Form.

## **18 Addition of Signage to the Community Hub**

Cllr Bowes advised that Norfolk County Council would install a sign at a cost of £400. The Council agreed to see if this can be done at a lower cost.

## **19 Items for inclusion in the next agenda**

A request to install a path on the Parish Council's land at Wessex Drive.

A proposal to plant an oak tree in commemoration of Queen Elizabeth II.

## **20 Next Meeting**

The next meeting of the Parish Council will be in the Community Hub at 7pm on 11 October.

It was **RESOLVED** to meet in the Village Hall from September to February each year and in the Community Hub from March to July. The Council does not usually meet in August.

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

## Report for Carbrooke Parish Council

At full Council on 1<sup>st</sup> September Sam Chapman-Allen the leader paid tribute to individuals, families, the Parish Council and groups who helped when fire tragically tore through the village of Ashill. Support was given by officers and members who worked closely with the emergency services, along with the housing team. It was a truly dreadful event, he said how proud he was of the response of Breckland Council and it demonstrates that this is a Council that puts it's communities first.

The inspiring communities programme continues to support The food bus and it is proving to be valuable in the current climate of pressures on food and fuel. I know there was confusion over the parking of the food bus whilst the car park was being re-surfaced at the Community centre here in Saham Toney, and I was pleased to get this resolved quickly so it was re-instated in the grassed area. The mobile food store now has 296 member household's, serving over 900 beneficiaries and through this service over £5,000 of free groceries has been provided to members. We are using this service as a way to identify those in our community who are most in need, with 380 cases being referred on to information, guidance and services that they need.

A man who threw a cigarette butt out of his car window in Saham Toney has been issued an 'on the spot' fine of £100 after admitting to the littering offence.

Only 11 Councils have distributed the £150 rebate on behalf of the government, 5 of those including Breckland are under the umbrella of ARP (Anglia revenues Partnership).

The Council has made the finals in two award categories of the Association for Public Service awards. The Worksmart Project for the best workforce initiative and secondly The Elm House project at Thetford, temporary accommodation, for Best housing, regeneration or New Build initiative category.

I am pleased to inform that our 5 year housing land supply figure stands at 5.5 years. Nutrient neutrality will continue to cause problems with all planning authorities in Norfolk. A countywide approach is being taken and I will keep you informed as and when anything new comes to light.

I continue to work on the design code for the local plan with officers at Breckland. There will be opportunities for public engagement.

The call for sites data is still not on the website, there is frustration about this, but it is down to formatting of raw data and we will be notified as soon as it is produced.

I was pleased to attend the proclamation of king Charles III on the 11<sup>th</sup> September at Breckland Council offices.

Cllr. Helen Crane