

**Minutes of the Parish Council Meeting
held on 12th November 2019 in Carbrooke Village Hall**

Present: Cllrs T Coppen (Chair), J Borrett, V Colley, J Lorne, G Redfern, P Sampher, J Tinson, M Wormald.

In attendance. N Hartley (Parish Clerk) Cllrs T Birt (Breckland Council) H Crane (Breckland Council) One member of the public.

Public Participation

The meeting commenced with a period of Public Participation. It was noted that a Carbrooke resident will be one hundred in December. The Council was asked if it would send her flowers. It was questioned who pays for the street lights at Blenheim Grange. Cllr Sampher said it was the consortium. Cllr Lorne noted that the church has an estimate of £34,000 worth of remedial works to be carried out.

1 Apologies for absence

Apologies were received from Cllr Dekeyzer and Cllr Bowes (Norfolk County Council).

2 Declarations of Interest

Cllrs Sampher and Wormald in any matters relating to Blenheim Grange. Cllr Coppen in any matters relating to Millennium Green. Cllr Lorne in his planning application.

3 Minutes

It was resolved to approve and sign the minutes of the meeting held on 15 October 2019 as a true and accurate record.

4 Matters Arising

Cllr Wormald noted that the school has been told that the Police report released under a Freedom of Information request was given due consideration, even though the date of receiving the report does not tally with when the original decision was made. The clerk noted that no reply had been received as yet from the two County Council cabinet members regarding the Parish Council's request to reinstate the school bus. He was asked to contact George Freeman regarding this. Barretts are pricing a noticeboard for Knights Park. The clerk noted he had requested a visit to the school from the Enforcement Team, which will take place shortly. The Enforcement Team had noted that the only enforceable parking restrictions near the school are the yellow lines at the junction of School Road and Broadmoor Road. Cllr Wormald noted that the trampoline at Blenheim Grange remains in need of repair. The clerk will contact Action Play. The Council may need to consider removing the trampoline.

5 Planning

5.1 Breckland Council decisions

Westmere Homes, Lancaster Avenue NMA to 3PL/2016/0084/F (106 dwellings) – split block 58-62 into one pair of semis (51-2) and one terrace (58-60)	3NM/2019/0071/NMA Approved
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5.2 Applications considered

Frog Hollow, Church Street Single storey extension	3PL/2019/1234/HOU No objection
Cowslip Lodge, Drury Lane Proposed annex, balcony and cart lodge	3PL/2019/1271/HOU No objection

6 Finance

6.1 The following payments were approved in accordance with the budget and made from the Current Account:-

- Direct Debit, Veolia, waste collection at Blenheim Grange, £33.89
- Direct Debit, Veolia, duty of care, £48.80
- Direct Debit, Information Commissioner, annual fee, £40
- Chq 101467 David Bracey, play area inspection/safety course, £120
- 101468 HMRC, clerk's PAYE, £120.40
- 101469 N Hartley, reimbursement of expenses, £279.08
- 101470 EDF Energy, Community Cabin electricity supplies, £35.82
- 101471 N Hartley, reimbursement for postage/envelopes, £21.15
- 101472 Norfolk Parish Training & Support, chairman's course, £60
- 101473 TOP Garden Services, emptying dog bins, £93.60
- 101474 TOP Garden Services, cutting Village Hall car park, £48,

6.2 The following payments were approved from the Commuted Sum in accordance with the budget

- 000033 Alex Grey, maintenance works at Blenheim Grange, £560
- 000034 TOP Garden Services, grass cutting Blenheim Grange, £432

6.3 The Internal Control Officer noted that she had carried out all the necessary checks and that everything was in order.

7 Blenheim Grange Deeds

It was noted that the deeds to Blenheim Grange are now being stored at Spires.

8 Norwich Road Crossing

The clerk noted that he had received a response from Westmere Homes regarding the Council's request to fund a road crossing at Norwich Road/Washington Drive. The Council was awaiting a reply from Barretts and DAB. In view of the timescale for bids into the Parish Partnership Scheme, it was **RESOLVED** to make a bid if the other building companies do not come back with a positive response.

9 Fencing at Norwich Road

The Council further considered the installation of fencing on Norwich Road from the Council's existing fence to the mini roundabout. The Council's insurers have stated that as long as a proper risk assessment is carried out the Council will not be liable for any accident/damage that is outside its control. It was **RESOLVED** to carry out a full risk assessment. The clerk was asked to write to DAB with regard to their advertisements that remain on the Council's land.

10 EDF Energy

It was **RESOLVED** to renew the Council's contract with EDF Energy in respect of the Community Cabin to 2022. It was acknowledged that if necessary the Council should be able to transfer its contract when the Community Centre is built.

11 Boundary Review

Cllrs Coppen, Colley and Lorne, and the clerk, had attended a meeting with Griston Parish Council about a proposed Boundary Review. Carbrooke Parish Council's consent to a review is necessary if this is to proceed. It was noted that the Planning Inspectorate had drawn attention to the boundary between Carbrooke and Watton, and that a review of the boundary with Griston could leave the village in a precarious position as development that has taken place in Carbrooke (Blenheim Grange) may be seen as having taking place in Watton. This has been a long term concern of the Parish Council, which Breckland Council has still not been adequately addressed. It was **RESOLVED** to defer a decision until Cllr Crane has reported back to the Council with further information about a review.

12 Tree Survey/Mapping Report

It was **RESOLVED** to commission a Tree Risk Management Policy document from Oakbank which will map out all those trees at Blenheim Grange that fall within the Council's control.

13 Village Hall car park

The Council considered a proposal to renew the fencing at the Village Hall car park next to Millennium Green. It was **RESOLVED** that the Parish Council will pay for the materials (up to £500) and members of the Millennium Green Trust will carry out the work. Cllr Lorne will check prices and report back to the next meeting.

14 Village Hall Car Park

The Council considered a proposal for hedging at the front of the Village Hall car park. It was **RESOLVED** to defer to the next meeting and Cllr Lorne will provide pricing.

15 Millennium Green

The Council considered a proposal to provide regular funding to the Green as part of its annual Budget. An amount of £4,000 was proposed. Cllr Coppen noted that he is sorting out the Green's insurance to see if it overlaps with that of the Village Hall and that he may be able to save money on insurance. It was **RESOLVED** to defer a decision until the December meeting.

16. Draft Budget for 2020/21

A copy of the Budget Committee's draft Budget for 2020/21 was submitted to the meeting. It was **RESOLVED** to include a Grants pot of £4,000. The remainder of the Budget is to be completed.

17 Washington Drive Roundabout

The Council had received a request from a community led group to plant flowers on the Washington Drive roundabout. It was noted there are already daffodils here and that beneath the middle of the roundabout is the old road, so that flowers may not grow here. It was **RESOLVED** to direct the group to the Millennium Green Trust, which has projects to be carried out.

18 Promotion of Carbrooke

Cllr Lorne noted that on May 16 2020, the parish will be showcasing Carbrooke and asked if the Parish Council would like a stall to promote the work of the Parish Council. It was **RESOLVED** to have a stall at the event. Cllrs noted the publication, with the Council's support, of the book about the school in the war. In view of the Parrott family's support of the defibrillator at the Aerolite Garage, it was **RESOLVED** to purchase them a copy of the book as a gesture of thanks. It was **RESOLVED** that the Council would like to provide a suitable memorial to Jan Godfrey.

19 Representatives Reports

Cllr Wormall noted the continuing problems of litter at Blenheim Grange. He noted that the Remembrance Day service had been well attended.

Cllr Borrett noted that it was a busy time of year for the Fuel Allotment Charity. She had laid a wreath on behalf of the Council at the Remembrance Day service at the church and noted the service was well attended.

Cllr Birt (Breckland Council) noted that the Parish Council was not alone in its difficulties over Section 106 money and that it was an ongoing problem. He noted that the Local Plan is going to full Council and expressed some reservations about it.

20 Next Agenda

A boundary issue on Church Street.

21 Next Meeting

The next meeting of the Parish Council meeting will be on Tuesday 10 December at 7pm in the Village Hall.

There being no further business, the meeting was closed at 9.30pm.