

## **Minutes of Carbrooke Parish Council Meeting held online on 9<sup>th</sup> February 2021**

**Present:** Cllrs M Wormald (Chair), J Borrett, T Coppen, G Long, G Redfern, P Sampher, J Tinson. In attendance: N Hartley (Parish Clerk) Cllr H Crane (Breckland Council) Cllr Bowes (Norfolk County Council).

### **1 Public Participation**

No members of the public were present.

### **2 Breckland and County Councillor Reports**

Cllr H Crane (Breckland Council) reported that she was pleased to have attended a SNAP meeting at which she raised the anti social behaviour areas of Blenheim Grange. It was agreed there should be a greater police presence to catch/deter offenders. The possibility of having a PSPO is being investigated. She encouraged residents to continue to report problems online. Cllr Crane further noted that additional restrictions grants are available from Breckland Council covering any business not included in other grant payments. Almost £1million had been applied to reach six hundred businesses. The Council's new business start up scheme is supporting new enterprises in the wake of the pandemic. The Council is continuing to provide support to Norfolk's contact tracing system, which involves officers undertaking doorstep checks to ensure that anyone self isolating knows the rules and to help with any welfare needs.

Cllr Bowes (Norfolk County Council) noted that the Council Cabinet has agreed extra resources to fund additional staff for the flood and water management team and to establish a Flood Liaison Group to bring all authorities together (Environment Agency, Anglian Water, LLFA and District Councils). The first meeting should be in mid February. She further noted that Covid cases are starting to fall across Norfolk, but the rate of reduction is slow and restrictions cannot yet be eased. People are urged to continue to follow the Government's guidelines. The County Council has extended its free school meal voucher scheme to February half term. A new campaign aims to ensure every school age child has a digital device and internet connection to learn remotely at home. Another new campaign has been launched which aims to promote emotional well-being and resilience in children and young people. Its launch coincides with Children's Mental Health Week.

### **3 Apologies for Absence**

Apologies were received from Cllrs Colley and Defew.

### **4 Declarations of Interest**

Cllr Coppen declared an interest in any matters relating to the Millennium Green. Cllrs Long, Sampher and Wormall declared an interest in any matters relating to Blenheim Grange.

## 5 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 12 January 2021 as a true and accurate record.

## 6 Matters Arising

None.

## 7 Planning

### 7.1 Breckland Council decisions

North Farm, Broadmoor Road 3PL/2020/0869/O  
Outline application with some matters reserved for 4 detached dwellings Refused

Dawe Estates Ltd, The Old Grain Store (agricultural building) Fen Farm, Willow Corner, Shipdham Road 3PN/2020/0059/UC  
Prior approval for conversion of an agricultural building to one dwelling – General Permitted Development England Order 2015 as amended Schedule 2 Part 3 Class Q  
Prior approval is given

Dawe Estates Ltd, The Low Barn (agricultural building) Fen Farm, Willow Corner, Shipdham Road 3PN/2020/0060/UC  
Prior approval for conversion of an agricultural building to four dwellings – General permitted Development England Order 2015 as amended Schedule 2 Part 3 Class Q  
Prior approval is given

7.2 The Lodge, Drury Lane 3PL/2020/1415/F  
Demolition of existing outbuildings and erection of a new 5 bedroom dwelling with detached triple bay cart shed  
Application withdrawn

### 7.3 Open Space land/Bennetts Homes

Cllr Sampher and the clerk had attended an online meeting with Breckland Council regarding responsibility for the Open Space land/Bennett Homes development. Watton Town Council has indicated that it may be interested in maintaining this open space.

It was **RESOLVED** that the Parish Council would like Watton Town Council to assume responsibility for the land, but that Carbrooke residents be permitted full use of it and that access is provided to the land from Blenheim Grange, through the existing access

points at Spitfire Drive (through the woods by the flats) and Sunderland Close. A third access point was proposed at the flats off Anson Way.

A further meeting is to be held between the Parish Council, Breckland Council and Watton Town Council.

#### 7.4 Application considered

Bennett Homes, former officers mess site, Portal Avenue 3PL/2020/0004/OB  
Leap specification to be provided prior to commencement of development –  
3PL/2014/1378/F

It was **RESOLVED** that the Parish Council did not have sufficient information on which to make a decision and that further information should be provided.

### 8 Inert Waste Recycling Facility

The Council considered its response to the proposed inert waste recycling facility submission (land off B1108 Norwich Road). It was **RESOLVED** that the Parish Council has no objection to the proposal.

### 9 Finance

9.1 It was **RESOLVED** to make the following payments from the Current Account in accordance with the budget:-

Direct Debit, Veolia, waste collection at Community Cabin, £49.61  
Direct Debit, Veolia, waste collection at Community Cabin, £34.42  
Chq 101566 A Willer, repair locks on three noticeboards at Blenheim Grange, £85.50  
101567 TOP Garden Services, emptying dog bins at Blenheim Grange, £228.60  
101568 TOP Garden Services, grass cutting at Village Hall (November) £48  
101569 Community Heartbeat Trust, replacement defibrillator pad, £54  
101570 TOP Garden Services, emptying dog bins at Blenheim Grange, £275.40

9.2 It was **RESOLVED** to make the following payment from the Commuted Sum in accordance with the budget

Chq 000052 TOP Garden Services, grass cutting and tree work at Blenheim Grange, £1,392

9.3 The following payments received were noted:-

Scottish Widows, interest on account, £8.53  
UK Power Networks, Norwich Road wayleaves, £85.40

9.4 The meeting received a report of actual expenditure to budgeted expenditure

## **10 Internal Auditor**

It was **RESOLVED** to appoint SCS Accounting as the Council's Internal Auditor.

## **11 Payroll Services Provider**

It was **RESOLVED** to appoint SCS Accounting as the Council's payroll service provider from April 2021.

## **12 Road Adoptions at Blenheim Grange**

The Council had received an update on road adoptions at Blenheim Grange from the housing consortium. The consortium is awaiting a new Streetlighting design for its roads from Norfolk County Council. Once this has been received the consortium can start progressing things on site for the road adoptions. The S102 drainage is progressing with Anglian Water. The pond at the front of the development has been transferred to Greenbelt management company.

It was **RESOLVED** that if Anglian Water is said to be holding up matters before the next meeting, the Council should write to Anglian Water for clarification.

## **13 Signage at Blenheim Grange**

The Council considered a proposal to put up All Assistance Dogs Welcome signs at the Blenheim Grange play area. It was **RESOLVED** to purchase these signs.

## **14 Trampoline**

The Council had received no communication from Action Play, the company which installed the play area at Blenheim Grange, regarding repair of the trampoline. It was **RESOLVED** to appoint Fenland Leisure to carry out the repairs and install the safety surfacing.

## **15 Management Plan for Blenheim Grange**

It was **RESOLVED** to approve a Management Plan for Blenheim Grange.

## **16 Management Plan re the Council's assets in remainder of the parish**

It was **RESOLVED** to approve a Management Plan re the Council's assets in the remainder of the parish.

### **17 Grit Bin**

The Council had received a request for a grit bin at Blenheim Grange. It was **RESOLVED** that no action should be taken at this time.

### **18 Litter at Anson Way**

The Council had received comment on the amount of litter near the path through the woods at Anson Way. Cllrs Borrett and Crane, and the clerk, will carry out a litter pick. Cllr Sampher will see if Orbit Housing will arrange removal of the litter.

### **19 Management Committee for the Community Centre**

It was **RESOLVED** to appoint a management committee for the Community Centre at Blenheim Grange consisting of Cllrs Sampher, Wormald, Long and Colley; Helen Crane (Breckland Council) Blenheim Grange Residents Association: Shaun Cockman, Pat Warwick, Dave and Becky Walton, Julia Rees.

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

Update on road adoptions at Blenheim Grange.

Flooding.

### **21 Next Meeting**

The next meeting will be held online on 9 March at 7pm.

There being no further business, the meeting was closed at 7.55pm.