

Minutes of Carbrooke Parish Council Meeting held in the Community Hub on 5 December 2022

Present: Cllrs G Redfern (Chair), J Borrett, N Defew, G Long, M Mawby, D Page. In attendance: H Crane (Breckland Council) N Hartley (Parish Clerk) two members of the public.

1 Apologies for Absence

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

2 Declarations of Interest

None.

3 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 22 November 2022 as a true and accurate record. The Chair signed the minutes.

4 Matters Arising

None.

5 Reports from Breckland and County Councillors

Reports attached.

6 Finance

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

N Hartley, clerk's salary, £945.14
HMRC, clerk's Paye & NI, £149.84
P Arrowsmith, services to the Community Hub, £735.60
P Arrowsmith, reimbursement for various expenses for the Hub, £63.17
Eibe Play Ltd, bin lid for Hub play area, £105.60
N Hartley, reimbursement for folders and dividers for Council, £17.51
BT, internet for Community Hub, £62.34

6.2 The following payment had been received:

Community Hub, cash, £394.30

6.3 Clerk's Salary

A Local Government pay award has been agreed which on the clerk's salary scale equates to about £1 an hour. This has been backdated to 1 April 2022.

7 Planning

7.1 Breckland Council decisions:

Land off Lancaster Avenue Variation of condition 2 of 3PL/2016/0084/F, changes to layout of plots 12-17 & 18-23, and layout of parking, cycle and bin stores	3PL/2022/0385/VAR Approved
The Lodge, Drury Lane Proposed tractor and machinery storage unit	3PL/2022/1105/F Approved
Westmere Homes Erection of one pair of two bed semi-detached houses with the inclusion of juliet balconies to the front elevation, brick wall screening to existing sub station and associated external works	3PL/2022/1125/F Refused

8 Works to the Blenheim Grange play area

A number of works had been noted in the play safety report prepared for the Council. The Council considered quotes from three contractors to carry out these and other recommended works. It was **RESOLVED** to appoint Fenland Leisure.

9 Amendments to the Terms of Reference for the Community Hub

The Council considered additions and amendments to the Terms of Reference agreed in December 2021. It was **RESOLVED** to approve the revised document.

10 The Council's policies in respect of the Community Hub

A separate item for policies was included in the revised Terms of Reference, as above.

11 Report on the Community Hub

A copy of the report is attached to the minutes.

12 Request from Runway Community Group

It was **RESOLVED** to consider the request from the Runway Group to use the address of the Hub as its headquarters to a later date.

13 War Memorials

The Council had been asked to further consider moving the two War Memorials to the Community Hub. The clerk noted that he was waiting for a reply from the housing consortium.

14 Grass Contractor

It was **RESOLVED** to appoint Top Garden Services to cut the grass at Blenheim Grange and the Village Hall car park, and to empty the bins at Blenheim Grange.

15 Draft Budget 2023/24

The Council considered a draft budget prepared by the Budget Committee. It was **RESOLVED** to set the Precept at £50,000 for 2023/24.

16 Speed Watch Group

Cllr Redfern noted that he was waiting for more members.

17 Flooding

Cllr Defew had attended a meeting of the Watton and Saham Flood Group. He noted that the biggest problem was that ditches were not being cleared. Cllr Redfern noted that flooding is also caused by the narrow pipes which cannot adequately take the amount of heavy rain. Cllr Defew said he wished to raise awareness of flooding problems.

18 Community Hub as a Rest Centre

The Council had received a request from the Watton and Saham Flood Group to use the Community Hub as a rest centre in the event of an emergency. It was **RESOLVED** to approve this.

19 Items for inclusion in the Next Agenda

To consider the adoption of an Emergency Plan.

To consider installing a path in the Village Hall car park.

20 Next Meeting

The next Parish Council meeting will be on January 10, 2023 in the Community Hub.

There being no further business, the meeting was closed at 9.05pm.

December Report from Claire Bowes (County Councillor, Watton Division)

Public Health - Avian flu update

Further cases of highly pathogenic avian influenza (HPAI) H5N1 have been confirmed in Norfolk.

Mandatory housing measures for all poultry and captive birds were introduced to all areas of England from 7 November. The order extended the mandatory housing measures already in force in Norfolk to the whole of England following an increase in the national risk of bird flu in wild birds to very high.

Advice for the public

The public are advised to keep to designated footpaths, not to feed wild birds, and keep dogs on leads. Don't touch sick or dead birds, their feathers, or their droppings.

Government support for households to reduce energy bills

The Government has announced new measures set to help hundreds of thousands better insulate their homes and reduce consumption while saving families hundreds of pounds each year.

A new ECO+ scheme will extend support to those who do not currently benefit from any other government support to upgrade their homes. Joining the existing £6.6 billion 'Help to Heat' energy schemes this new £1 billion funding will ensure more households benefit from new home insulation and with that, lower bills.

A new public information campaign will also offer technical tips and advice for people to cut their energy use, while also keeping warm this winter.

The Government intends to lay necessary legislation for the scheme to launch in spring 2023 and run until March 2026. The government also plans to work with energy suppliers to explore the potential for some earlier delivery in 2023.

Children's Services

Give the gift of reading to Norfolk's children in care this Christmas

Giving a child in care the gift of a book at Christmas is the focus of Norfolk's 16th Giving Tree Appeal.

The appeal, which is an initiative by Norfolk County Council's Children's Services and Waterstones, resulted in more than 1,000 books being gifted to children and young people last Christmas.

The Giving Tree is hosted in the Norwich Castle Street branch of Waterstone's book shop every year. It is decorated with hundreds of tags which each represent a child and the book they would like to receive for Christmas.

There are requests for books from hundreds of Norfolk children and young people currently living in foster care or children's residential homes. Some will have asked

for a particular book or story they love by a particular author whilst others may have requested a certain genre or type of book they enjoy.

The Giving Tree Appeal is open until Saturday 10 December. To participate:

- Visit the store in Castle Street in person, select a tag from the Giving Tree and buy the book at the till.
- Email norwich@waterstones.com with Giving Tree Appeal in the subject line, request a full list of the books which have been wished for by children, choose one, and follow the instructions on how to purchase the book online.

The books are collected and delivered by Children's Services staff so they reach children in time for Christmas. The team is already preparing deliveries so is encouraging people who wish to participate in the appeal to buy a book as soon as possible.

Norfolk apprenticeships rise for 4th quarter this year

More and more people are electing to take up an apprenticeship in Norfolk. The results for 2021/22 have seen an increase in the number of people who start an apprenticeship.

Across England, new apprenticeship starts were up by 8.6% compared with 2020/21, whilst in Norfolk new starts were up by 17.7%, demonstrating the impact of work which organisations in Norfolk are doing in helping to buck the wider trend.

One of the areas with the largest increase compared with the same period last year was in Information and Communication Technology apprenticeships, which saw a 90% increase of people taking up an apprenticeship compared to 2020/21.

Apprenticeships Norfolk, a free and impartial service run by Norfolk County Council, offers a wide range of support for both apprentices and companies looking to take on an apprentice, including information and guidance, as well as financial support.

Thousands more trees and hedges to be planted in Norfolk this winter.

National Tree Week (26 November – 4 December 2022) marked the start of the tree planting season. Norfolk County Council is preparing to plant more than 75,000 young trees and hedges across the county in the months ahead as part of the 1 Million Trees for Norfolk project.

Following the pandemic the project is picking up pace rapidly, and early in 2023 the Council's Hedge Restoration Fund will be planting 55,000 hedge and tree plants on six County Farms owned by Norfolk County Council. The project is funded by a grant from The Tree Council.

The Council has also recently been awarded £148,225 as part of the Woodland Creation Accelerator Fund. This will be spent on investing in new staff to accelerate the progress of the 1 Million Trees project.

Norfolk residents can now be part of the 1 Million Trees for Norfolk journey with a new planting progress map which plots all trees and hedges planted by parish as part of the scheme since November 2019.

Anyone in Norfolk can add their planting to this map by filling in the 'Tell us where you've planted' survey form. This will help the Council monitor where there are the highest opportunities for planting in the future, as well as giving communities and parishes the opportunity to celebrate their collective efforts. The data will be updated monthly

Report for the Parish Council Meeting from Hub Manager

ROSPA The previous vandalism at the Bleinham grange play park appears to have stopped, PC Austin has been keeping a closer watch on the area.

The Hub sign has been vandalised again I would like to request a metal sign and post to be erected to enable visitors to find the hub. Nathan is getting a quote thank you

We are still waiting for the bin lid for the Hub and Bleinham play areas to arrive, but Nick is chasing, **Update** the lid has arrived and will be fitted soon

Snagging list has been completed and sent over to the builder.

Remembrance Service This event was well attended with over 50 residents attending the service at the memorials. The residents then came back to the hub for refreshments, we has amazing feed back about the building with many people saying-

- They didn't realise the hub was here
- Didn't think we could hire the building
- It's an amazing space etc

There were more comments too numerous to mention all positive except a few people were concerned that the memorials were not looking there best it was suggested that they could be moved to the hub site.

We did give out a number of leaflets, but more targeted publicity is needed, if and when the Carbrooke magazine goes out could the Hub feature in this.

Further discussion is needed with the Parish Council and the new Hub committee.

Concern raised by Amanda who runs the Meditation group and hires the hub for 2 pm - 3pm on a Tuesday and has complained the hub is cold.

I was in the building earlier in the day and the temperature was 18.8 so thought it would hold its temperature as it has in the past but it went down to 15.5.

It usually takes about 1hour - 1.5 hours before the temp rises

Meditation uses the hub for 1hour where she pays £10.00 for the use of the hub. No one else uses the building on a Tuesday.

With no functioning committee at the moment please could you ask the Parish Council advise.

Future Discussions we may have to consider 2hour time slots if heating is required.

At the moment we have

Meditation for 1hour Tuesday

Dance fitness for 1.25hours on a Saturday but do not require any additional heating.

Fire Alarm servicing Booked for 21st Dec 2022

Bookings

Name of Group Paid hours	Aug	Sept	Oct	Nov	Dec
Kick Boxing	5hours	4hours	5hours	4hours	
Little Makers Co	2hours				
Meditation	10hours	8hours	4hours	9hours	3hours
Julia Café Church and 11up		3.5hours	5 hours	5hours	5 hours
Private Hire and Abbotts and Cranswick	3hours	23.5 hours	27.5hours	15.25 hours	20.5hours

Kidz Klub	5hours			6hours	8hours
WHAM dance school		7.5 hours	7 hours	8.75 hours	8.5 hours
Ear to Hear		2hours	2hours	2hours	2hours
Panto		8hours	16hours		
Music Group		6hours	6hours	6hours	3hours
Fitness dance group			3.75 hours	5hour	3 hours
Beech Tree Residence Association					2 hours
Dance practice					2hours
All Nations Church					3 hours
Total Paid Hours	25hours	62.5hours	71.25hours	61.0hours	60 hours
Community Usage	Aug	Sept	Oct	Nov	Dec
Uniform sale	9hours				
Hub Committee Meetings Parish council	2 hours	2 hours	4 .75 hours	8.5hours	4hours
Stay and Play including set up /clear away	14hours	17.5hours	14hours	14hours	12hours
Hub Jubilee event/winter wonderland/Remembrance / Halloween/Christmas event	8hours		4hours	8hours 3hours	8hour
Saturday Surgery			2.5Hours		
Coffee Morning	10hours	7.5hours	13hours	7.5hours	5hours
Total Community Hours	43hours	27.0 hours	38.25 hours	41hours	29 hours
Income from community events	£722.71	£82.40	£190.46	£176.29	£

New and potential bookings in this period Aug - December

Kidz Klub weekly starting Nov 11th 2 hours then continuing in new year if successful

Music Guitar group twice a month 3 hours each session continuing into 2023

Dance fitness group 1.25 hours per week

Ear to Hear 2 hour booking once a month

Wham Dance group initially 2.75 hours per week reduced to 1.75 due to lack of clients they may reintroduce this hour in the new year. The space has been offered to other groups. Update Whan are going to try the toddler group session again so a potential increase in hours used in the New Year

Potential New Bookings Norfolk County Council have been in Contact with refence to a 5 x 2hour per week parenting course. We can accommodate their requirements and they will be in Contact in the new year.

Potential New Booking Slimming World 4hours

All Nations Church hiring Hub 3hours

Dance practice 2 hours

Other information

Language group 2hours hours per week on hold until clarification from Parish Council if we are able to operate this community service

Stay and Play Grant on hold until clarification from the Parish Council on the operation of this community group

Timetable of regular users

	AM	PM	Evening
Monday	Ear to Hear 1 st Monday in the month. 10.00- 12.00 Coffee Morning 2 nd 3 rd 4 th Monday in the month 9.30 – 12.30 including set up.		
Tuesday	(Language group 9.30 – 12.00) On Hold	Meditation 14.00- 15.00	Hub Meeting 1 st Tuesday 2 hours on hold Parish council 2 nd Tuesday during Winter 2 hours
Wednesday	Abbots once every alternative month 9.00 – 16.00	Wham 16.15 -18.00	Music Group 18.45 - 21.45 twice a month sometimes different day.
Thursday	Cranswick once a month 9.00 -17.00		11up club 17.45 -19.45
Friday	Stay and Play 8.30 – 12.30	Kidz Klub 15.15 - 17.15	
Saturday	Dance fitness 9.45 – 11.00		
Sunday		Café Church 14.30 – 16.30 once a month	