

# **Minutes of the meeting of Carbrooke Parish Council held on 12 February 2018 in the Carbrooke Village Hall**

**Present:** Cllrs P Sampher (Chair), J Borrett, A Coppen, J Nind,  
In attendance N Hartley (Parish Clerk). Seven members of the public.

## **1. Apologies**

Cllr Dekeyser, who was on holiday, Cllr Wormall, who was unwell, Cllr Fishlock, who was working and Cllr Hewett, who had a prior engagement.

## **2. Declarations of Interest**

Cllrs Sampher and Nind in any matters relating to Blenheim Grange. Cllr Coppen in any matters relating to Millennium Green.

## **3. Minutes**

It was resolved to approve and sign the minutes of the meeting held on 8 January 2018 as a true and accurate record.

## **4. Matters Arising**

The clerk noted that the Council has been set up for internet banking with Unity Trust Bank.

## **5. Public Participation**

The meeting was adjourned for Public Participation. Reports of flytipping, potholes and damage to roads were made, as well as hazardous parking in the village.

## **6. Planning**

### a. Breckland Council decisions

Co-Dunkall Ltd, Woodland House, Norwich Road  
Storage building

3PL/2017/1350/F  
Approved

### b. Applications considered

Dawe Estates Ltd, Manor Farm, Willow Corner  
Letter and amended Plan

3PL/2017/1276/F

Redevelopment of underused land to provide four affordable homes for the local community, the restoration of existing Grade II listed farmhouse, the provision of six open market homes and the provision of open wildflower meadows, gardens and pond for the enjoyment of the local community.

It was unanimously RESOLVED to continue to decline this application for the reasons stated when the application was first submitted. As regards the letter and amended plan, the Council noted that there are already more than 200 affordable homes in Carbrooke as a whole. It was noted that the new Barretts development will include more affordable homes. The Council does not believe therefore that there is a lack of affordable homes in Carbrooke.

With regard to the proposed footpath, the Council is concerned about the usage of the path. The path would run behind residents' homes. The path would not be lit. The Council does not believe that residents would use the path, particularly after dark and in view of its location. The Council is concerned about the security and privacy of those residents behind whose properties the proposed footpath would run.

Mr J Matthews, 33 Sunderland Close  
Single storey extension to the side of the property

3PL/2018/0090/HOU  
No objection

## **7. Finance**

a. The Council's Current Balances were recorded as follows:-

Barclays Bank (Current Account): £12,100.93  
Barclays Bank (Deposit Account): £1,344.27  
Scottish Widows (Blenheim Grange Maintenance Fund): £85,031.12  
Unity Trust Bank (Blenheim Grange Maintenance Fund): £85,046.70  
Lloyds Bank (Blenheim Grange Maintenance Fund): £27,826.19

b. The following payments were made in accordance with the budget

Veolia, Direct Debit, waste collection at Village Hall, £85.44  
Veolia, Direct Debit, waste collection at Blenheim Grange, £33.50  
Chq 101235 N Hartley, clerk's salary to January 2018 (including overtime), £672  
101236 Thinking Rural, payroll services, £12  
101237 N Hartley, reimbursement for purchase of stamps, £20.16  
101238 N Hartley, reimbursement for renewal of Council laptop security, £31.99  
101239 Community Heartbeat, replacement defibrillator pads, £45.60  
101240 Community Action Norfolk, annual subscription, £50  
101241 Halsey Electrical, take down Christmas lights, £30  
101242 L F Everett & son, printing Christmas signs, £12  
101243 Steve Jackman, support to establish Parish Council website, £96  
101244 Jemco, sign for bus shelter on Broadmoor Road, £9.07  
101245 A Willer, work to bus shelter on Broadmoor Road, £238.50  
101246 Steve Jackman, work to Parish Council laptop, £38.10

c. Payments received

Unity Trust Bank, interest received, ££13.05

Barclays Bank, interest received, £0.24

d. The meeting received a report of Actual Expenditure to Budgeted Expenditure

## **8. Interim Audit Report**

The Council received an Interim Audit report from its Internal Auditor. There were no discrepancies noted in the accounts.

## **9. Parish Council Website**

The Council considered upgrading its website to change the name. It was unanimously RESOLVED to approve an upgrade to make the name [www.carbrookepc.info](http://www.carbrookepc.info)

## **10. Norfolk Playing Fields Association**

The Council had been asked to consider membership of the Norfolk Playing Fields Association. The Council could not see any benefit to membership. It was unanimously RESOLVED not to join.

## **11. Village Hall Car Park**

The Council had been asked to repair the fence between the Village Hall car park and Millennium Green. The ownership of the fence was not clear. The Council does not feel it can move forward until ownership is established. The trustees of the Millennium Green will contact the Charity Commission regarding ownership.

## **12. Five a Side Football Goals**

The Council has been awarded a grant of £3,080 by Norfolk Community Foundation for the purchase and installation of two 5 a side goals next to the play area at Blenheim Grange. The cost of the goals is £3,091. It was unanimously RESOLVED to purchase two goals using the grant.

## **13. Poplar Trees at Blenheim Grange**

The Council had requested prices to cut back the poplar trees off Washington Drive and Anson Way. The Council considered quotes from CGM and Tom Duquesne. It was unanimously RESOLVED to appoint Tom Duquesne.

#### **14. Conservation Volunteers**

The Clerk was asked to find out if the Conservation Volunteers will charge for their services and what insurances will be in place.

#### **15. Litter Bins**

The Council had been asked to assume ownership of the litter bins at Blenheim Grange. The bins were put up by the Residents Association. It was unanimously RESOLVED to add the bins to the Council's Asset Register.

The Council will consider adopting a policy of how to deal with the increasing amounts of litter throughout Carbrooke.

Cllr Coppen will ask the Probation Service if their service includes litter picking.

#### **16. Community Cabin**

It was noted that the exterior of the Community Cabin needs to be repainted. Cllr Coppen will ask the Probation Service if it can help. The Council would pay for all materials.

#### **17. Representatives' reports**

Cllr Coppen noted on behalf of the Millennium Green Trust that bushes for the new maze will be planted shortly. The former maze will be cleared. Jim Lorne was thanked for all his help.

Cllr Sampher expressed concern on behalf of the Blenheim Grange Residents Association about the amount of litter at Blenheim Grange and how the estate can be kept clean.

#### **18. Correspondence**

The Council was read a letter in response to its request for more information about re-painting the village sign. The Council will seek further advice.

The Council was read a letter concerning support for the Western Link. It was unanimously RESOLVED to not reply.

#### **19. Items for inclusion on the agenda for the next meeting**

The telephone box, its maintenance and use.

The school would like the Council's trophy to be awarded each term. The Council asked for a formal request to be made in writing.

## **20. Date of Next Meeting**

The date and time of the next Parish Council meeting was confirmed as Monday 12 March 2018 in the Village Hall at 7pm.

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