

Minutes of Carbrooke Parish Council Meeting held in the Community Hub on 8 November 2022

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

1 Co Option

Darren Page was formally co-opted onto the Parish Council. He signed the Acceptance of Office.

2 Councillor Resignations

The Council noted the resignations of Councillors Sampher and Wormal.

3 Resignation of Councillor Tinson

The Council noted that Councillor Tinson is to step down from the Parish Council, but is willing to remain in place until replacement bank signatories are added to the Council's accounts.

4 Apologies for Absence

Apologies were received from Cllr Tinson, and Cllrs C Bowes (Norfolk County Council) and H Crane (Breckland Council).

5 Declarations of Interest

None.

6 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 11 October 2022 as a true and accurate record. The Chair signed the minutes.

7 Matters Arising

None.

8 Reports from Breckland and County Councillors

11 Bank Signatories

It was **RESOLVED** to add Cllrs Defew, Long and Mawby to the Council's accounts.

12 Budget Committee

It was **RESOLVED** to appoint Cllr Defew to the Council's Budget Committee to replace Cllr Sampher.

13 Internal Control Officer

It was **RESOLVED** to appoint Cllr Mawby as the Council's Internal Control Officer to replace Cllr Sampher.

14 Works at Blenheim Grange Play Area

It was **RESOLVED** to hold this to the next Council meeting as a third quote was awaited.

15 Village Hall Car Park Access

The Council had received a request for improved access into the Village Hall car park. It was **RESOLVED** to obtain quotes.

16 Parish Magazine

Cllr Defew will carry out a survey to gauge interest in a parish magazine. He will deliver a leaflet to all households. The Council will assess the results.

17 Request from Blenheim Grange Residents Association

The Council had received a request from the Residents Association regarding a number of matters. It was **RESOLVED** that the Council cannot consider the requests until the structure for the management of the Hub has been agreed.

18 Christmas Tree at Community Hub

The Council was asked if, instead of having a Christmas tree outside the Hub, the funds could be used to provide presents for children at a Christmas event in the Hub. The anticipated number of children is up to 70 with a cost allocation of £4 per child. It was **RESOLVED** to approve expenditure of up to £280.

19 Sign for Community Hub

It was **RESOLVED** to ask Norfolk County Council to install a sign on the mini roundabout (wording Carbrooke Community Hub). Cllr Bowes (Norfolk County Council) had agreed to pay half the cost from her budget. The Parish Council to pay the other half.

20 Community Hub Report

A copy of this report is attached to the minutes. It was **RESOLVED** to purchase a replacement sign to be installed near the entrance to Buckingham Close.

21 Road Adoptions at Blenheim Grange

The consortium had reported there was no further progress.

22 Suggestions Box

It was **RESOLVED** to install a Parish Council Suggestions Box in the Hub and to ask the Village Hall if one can be installed in the Hall.

23 Community Speed Watch Group

The Council had reached a sufficient number of volunteers to form a Speed Watch group. It was **RESOLVED** to form a group.

24 Items for the Next Agenda

Works to Blenheim Grange play area.

25 Next Meeting

The next Parish Council meeting will be in the Community Hub on November 22 at 7pm.

The meeting was closed to the public. Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, it was **RESOLVED** that, because of the confidential nature of the business transacted, the public were asked to leave the meeting so that the Council could discuss the clerk's contract.

26 Clerk's Contract

It was **RESOLVED** to remove the clause in the clerk's contract under which he was required to give three months notice to resign and to replace it with a one month clause.

There being no further business, the meeting was closed at 8.25pm.

Report for the Parish Council Meeting from Hub Manager

ROSPA we have had some vandalism at the Bleinham grange play park where spray paint has been used to deface the goal posts, benches and trees, a police report was filed and Nick is aware.

The Hub play park has also had vandalism where young people were swinging on the gate pulling up plants etc the nursing home reported the incident to the police.

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.

We are still waiting for the bin lid for the Hub and Bleinham play areas to arrive, but Nick is chasing.

We have had a concern from a resident who has said that the dog waste bins have not been emptied for sometime. Nick has contacted the person that deals with the bins and asked for them to be emptied

Snagging will be completed by 14th Nov at that point I will send it over the builder, we will then arrange times for people to complete the work required.

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	4hours
Julia Café Church and 11up		3.5hours	5 hours	6,.5hours	5 hours
Private Hire and Abbots and Cranswick	3hours	23.5 hours	27.5hours	15.25 hours	22.5hours
Kidz Klub	5hours			6hours	8hours
WHAM dance school		7.5 hours	7 hours	8.75 hours	11 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
Total Paid Hours	25hour s	66.5hour s	71.25hour s	62.5hour s	58.50hour s
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	14hours	17.5hour s	14hours	14hours	14hours
Hub Jubilee event/winter wonderland/Remembrance / Halloween/Christmas event	8hours		4hours	8hours 3hours	5hour

Saturday Surgery			2.5Hours		
Coffee Morning	10hours	7.5hours	13hours	7.5hours	7.5hours
Total Community Hours	43hours	27.5 hours	39.25 hours	41hours	31.5hours
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.

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

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

Meditation have reduced their time by 1 hour a week Tuesday 2pm -3pm

Kick Boxing have been very successful and have out grown our premises

Watton Panto have decided not to have a performance this year and have cancelled their bookings

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.		Kick boxing 19.00-20.00 until end of November
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		Wham 16.15 -18.00 Meditation 18.00 – 19.00. Until end of November	Music Group 18.45 - 21.45 twice a month sometimes different day.

Thursday	Abbots once a month 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	