

**Minutes of a meeting of Carbrooke Parish Council
held in Carbrooke Village Hall on 8 July 2024**

Councillors present: N Defew (Chair), J Borrett, K Jones, W Leport, D Page.

In attendance:- N Hartley (Parish Clerk), Cllr H Crane (Breckland Council), Cllr C Bowes (Norfolk County Council), P Arrowsmith (Community Hub).

Public Participation

There were no members of the public present.

1 Apologies for Absence

Apologies were received from Cllr Yerby, who had a prior engagement, and Cllr Bate (Breckland Council). Cllr Baker did not attend the meeting and sent no apologies for his absence.

2 Declarations of Interest

Cllr Defew declared an interest as Treasurer of the Millennium Green Trust in item 13 below. This was not a pecuniary interest.

3 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 11 June 2024. The Chair signed the minutes.

4 Matters Arising

None.

5 Reports from Breckland and County Councillors

Cllr Crane (Breckland Council) noted that at a recent Cabinet meeting, Breckland Council had considered the introduction of car parking charges in the five market towns. She noted that car parking is not a statutory service and is not paid for from Council Tax. She said there is a likelihood that a charge will be introduced from 2025.

A copy of Cllr Bowes (Norfolk County Council) report is attached to the minutes.

6 Finance

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

N Hartley, clerk's salary, £768.76

HMRC, clerk's Paye £192.20

N Hartley, reimbursement of expenses, £240.25
SCS Accounting Solutions, internal audit fee, £120
Gorts, grant payment for grass cutting Carbrooke churchyard, £450 (Section 137)
Glasdon UK Ltd, dog bin for Broadmoor Road, £351.74
Glasdon UK Ltd, replacement litter bin for Community Hub, £250.29
Mansfield Fencing, install dog bin at Broadmoor Road and remove and install new litter bin at the Hub play area, £220
Carbrooke Parish Council (Community Hub account), transfer of VAT reclaimed from HMRC re the Hub, £650.38

6.2 Payments received:-

HMRC, Vat reclaimed in respect of the Community Hub, £650.38
Unity Trust Bank, interest paid, £610.40
Lloyds Bank, payment re complaint letter, £25

7 Planning

7.1 Applications considered:-

1 Bader Close Single storey side extension	3PL/2024/0370/HOU No objection
Brakeshill Lodge, farm access (Shipdham Rd to Brakehill Lodge Farm) Demolition of existing outbuilding and garage & erection of linked annex to existing house and detached double car port with store	3PL/2024/0464/HOU No objection
3 Quarter Barns Proposed new window	3PL/2024/0536/HOU No objection

7.2 Planning Appeals:-

North Farm, Broadmoor Road Two detached self build dwellings and garages	3PL/2024/0046/O
---	-----------------

It was **RESOLVED** that the Parish Council would reiterate its original decision to object to the application on the basis of the flood risk, the existing drainage problems and the potential problems of increased traffic.

Summer Lane Kennels, Summer Lane

Councillors expressed disappointment that the Planning Inspectorate had approved this application on appeal. Cllr Crane noted that Breckland Council had a strong record of decisions not being overturned on appeal and that the Parish Council had been unfortunate. The Council was advised that if there are any future problems, these should be reported to the Enforcement Officer.

8 Local Plan

It was **RESOLVED** to encourage residents to comment on the Local Plan by using the Commonplace webpage Have You Say Today – Breckland Local Plan – Commonplace. This contains links to the draft Local Plan and supporting evidence documents. People can then leave comments either by completing the survey questions or they can pin a comment on the interactive map Breckland Local Plan Commonplace.

9 Hub Manager's report

A copy of the report is attached to the minutes.

10 Hub Finance report

A copy of the report is attached to the minutes.

11 Defibrillator for the Community Hub

The Hub Committee requested a defibrillator for the Hub. The Council has obtained a grant for half of the cost. It was **RESOLVED** that the Council will put in the other half of the money to purchase a new defibrillator.

12 Defibrillator at the Aerolite Garage

Cllr Borrett noted that the defibrillator was not in its box outside the Aerolite Garage. She had been told that the defibrillator had been used and that the user was advised to take it in the ambulance to the hospital. The Council will wait to see if the equipment is returned. Cllr Borrett is in contact with the hospital in this respect. It was **RESOLVED** that if the equipment is not returned, the Council will make an insurance claim for a replacement as it is essential there is a defibrillator in the box for use.

13 Children's Play Area sign outside the Community Hub

The Council's safety inspection report had suggested the installation of a play area sign outside the Hub. The cost quoted by Norfolk County Council is £650. It was **RESOLVED** to apply for a sign through the 2025 Parish Partnership Scheme.

14 Removal of fence posts at Stirling Road

This was carried forward to the next meeting.

15 Resurfacing the Village Hall car park

The Council had received a wide range of prices to resurface the car park. Cllr Defew noted that a group of volunteers had offered to carry out the work at a cost of no more than £5,000. The cost will include the hire of a mini-digger, and the purchase of shingle and concrete. It was **RESOLVED** to agree to an expense of up to £5,000. Cllr Jones will act as Health and Safety

Officer and will carry out a risk assessment. It was agreed that Cllr Defew will make purchases on behalf of the Council and will be reimbursed on the production of receipts/invoices.

The Millennium Green Trust requested permission to lay a cable under the car park from the rear of the Hall onto the Green in order to install a charger for its electric mower. It was **RESOLVED** to agree to this, the work to be carried out at the same time as the resurfacing work in the car park.

14 Representatives' reports

Cllr Borrett had attended a meeting of the PCC. The PCC had requested removal of the old Christmas tree from the front of the churchyard. Cllr Defew said that the Millennium Green Trust will remove the tree.

15 Items for inclusion in the next agenda

None.

16 Next meeting

The next meeting will be in the Village Hall on September 10 at 7pm.

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

Report of Cllr Bowes (Norfolk County Council)

Finalists for first ever Norfolk Rural Business Awards were announced at the Royal Norfolk Show at the end of June and a number of Breckland area businesses won awards.

Best Food Producer was won by D and J Barnard from Shropham with Norfolk and Better Ltd from Carbrooke runners up. Mark Gorton, MD of TNP based in Shropham won the Farming Champion award. The English Distillery at Harling won Best Drink Maker

The County Council joined forces with the Royal Norfolk Agricultural Association (RNAA) to create the awards which were launched at the Norfolk Farming Conference earlier in the year. A delegation of Ukrainian civic and business leaders from Lviv visited Norfolk under a new partnership aiming to build trade and cultural links between Norfolk and their region and were very pleased to attend the Norfolk Show and have the opportunity to meet the Duke of Edinburgh.

The purpose of the visit was to explore opportunities for trade, education and cultural exchanges following the signing in May of a formal cooperation agreement between the County Council and the Ukrainian region of Lviv. This Memorandum of Understanding is the first of its kind in the UK. I first met Taras Vorko, leader of the delegation, and a Councillor from Lviv, in Watton a year ago when he expressed the wish to forge closer connections with our area and I've therefore been very pleased to see that coming to fruition.

The reduction of the speed limit through Watton High Street to 20mph, has just been implemented, funded through my Members Highways budget, after listening to residents concerns particularly around the speed of HGVs and large agricultural vehicles at times through the town.

The applications I made via Highways for funding through the Road Safety community Fund Scheme for speed reduction to 20mph past Wayland Academy and through Caudle Springs were also successful and should be implemented in due course.

The Parish Partnership Scheme will again be repeated in financial year 25/26 to fund schemes put forward by Town and Parish Councils to deliver highways and environmental projects that are priorities for local communities. £300,000 has provisionally been allocated across the county on a 50/50 basis with an upper limit of 25k per bid. Closing date is 6th December and to encourage bids from Parish councils with annual incomes below £2,000 the County is offering 75% contribution on £5,000 max bid value

Community Hub Report

Bookings Payable hours and Community Hours

	April	May	June	July	Aug
Total Paid Hours	90	108	91.5	90TBC	79.25
Total Community Hours	25	25	23	22	23

We have had more interest in people wanting to hire the hub on a regular basis, possibly a child and adult craft group, parenting course and a fitness class.

Our routine fire alarm check has been completed all ok the next one is due in December 2024.

New people are continuing to be attracted to the hub through the private hirers and have expressed how lovely and welcoming the hub is and that the facilities are perfect. The only negative comment is the lack of parking which we already knew about. The hirers are told on booking about the limitations of our parking.

The Warm Baby project is continuing to operate in the hub and other local groups, it is building its reputation with families and professionals wanting 0-5-year knitted garments.

Treasurers Report

Community Hub As of 01/07/24

Produced by P Arrowsmith

Lloyds Business Account

Opening Balance on 01/06/24	£4860.69
Payments out	£1810.58
Payments received.	£1,097.50
Closing Balance 30/06/24	£4147.61
Predicted Income July 2024	£900.00
Predicted Out goings July 2024	£1369.29
	£200.00 Gas /electric £ 692.34 Salary £68.00 Breckland Council Waste Disposal £75.00 Internet £28.13 Mobile phone £84.00 Cleaning consumables £71.82 replacement tablecloths £150.00 Repay damage deposit.

Committee raised funds = £1048.71 with in bank account The remaining amount will be spent within the Hub, further discussions ongoing during hub committee meetings.

