

## **Minutes of the meeting of Carbrooke Parish Council held on 10 December in Carbrooke Church**

**Present:** Cllrs T Coppen (Chair), J Borret, S Dekeyzer, J Nind, M Wormald.  
N Hartley (Parish Clerk) Two members of the public.

The meeting began with a period of Public Participation. It was suggested that the Council might plant bluebells in the woods at Blenheim Grange. A request was made for horse signage to be installed in the older part of the parish.

### **1 Apologies**

None.

### **2 Declarations of Interest**

Cllrs Nind and Wormald in any matters relating to Blenheim Grange. Cllr Coppen in any matters relating to Carbrooke Village Green.

### **3 Councillor Resignation**

The Council noted the resignation of Phil Sampher. It was noted that the Council is proceeding to co-option in the new year.

### **4 Minutes**

It was resolved to approve and sign the minutes of the meeting held on 12 November 2018 as a true and accurate record.

### **5 Matters Arising**

It was noted that the Summer Lane footpath is scheduled for two cuts a year.

It was noted that a resident is still parking near the power substation in spite of letters from the Parish Council and that a complaint had been received from a resident.

### **6 Planning**

#### **6.1 Breckland Council decisions**

Mr & Mrs Arrowsmith, 4 Cochrane Close  
Replacement single storey extension

3PL/2018/1183/HOU  
Approved

Mr T Coppen, The Crown House, Meadow Lane  
Two new bungalows

3PL/2018/1244/F  
Approved

Mr & Mrs Chapman, Development site at Meadow Lane  
Variation of condition 2 of 3PL/2017/1248/F – substitute house design of plot 1

3PL/2018/1090/VAR  
Approved

## 6.2 Application considered

Westmere Homes Ltd, Lancaster Way  
Variation of condition 2 of 3PL/2016/1084/F – revised layout including reduction in number of flats, introduction of some bungalows & detached units & replacement of communal parking with curtilage parking

3PL/2018/1287/VAR  
No objection

## 7 Bennett Homes

A request was made for proposed names for the four streets that will be in Carbrooke as part of the Bennetts development. It was RESOLVED to propose Buscall, Chapman, Garner and Wace.

## 8 Finance

8.1 The following payments were approved in accordance with the budget and made from the Current Account:-

Direct Debit, Veolia, waste collection at Blenheim Grange, £33.50  
Standing Order, N Hartley, clerk's salary, £615  
Chq 101319 Thinking Rural, payroll services, £12  
101320 HMRC, clerk's PAYE, £227.40  
101321 Norfolk Parish Training & Support, interim audit fee, £77.74  
101322 Community Heartbeat, purchase of defibrillator, £2,304  
101323 X2 Connect Ltd, defibrillator signs, £57.72  
101324 Great Melton Farms, Christmas tree, £150  
101325 Mansfield Fencing, putting up notice, Christmas tree and dog bin, £105  
101326 Wensum Valley Electrical Ltd, lights on Christmas tree, £120

The following payment was made from the Commuted Sum for the maintenance of Blenheim Grange:-

000016 TOP Garden Services, grass cutting and emptying dog bins, £333.60

8.2 The following payments were received:-

Carbrooke Village Green, refunded payment re grant, £145.43  
Barclays Bank, interest received, £3.17

8.3 The Council received a report of Actual Expenditure to Budgeted Expenditure

8.4 The Council received an interim report from the Internal Auditor. The report recommended the Parish Council move to internet banking, but it was noted this would require the clerk to be a signatory. The report recommended a claim form for expenses and more detailed records of the play equipment inspections.

## **9 Representatives' Reports**

Cllr Borrett noted that the Fuel Allotment charity had made forty two grants this year totaling £1,455.

Cllr Dekeyzer noted that the Village Hall works are ongoing. A reopening event is planned for next year. It was noted that the play group will not be returning as a user of the hall and that a mother and baby group is to start in the new year.

Cllr Wormall noted on behalf of the Blenheim Grange Residents Association that the bench will be reinstated near the youth shelter and that he is to meet with the insurers regarding the broken play area gate.

Cllr Coppen noted on behalf of Carbrooke Village Green that woodchip had been given by a local contractor and spread on the paths. A location had been agreed for the tree for Robert Buscall. It was proposed to move the bench near the tree and to set on hard standing.

## **10 Correspondence**

The decision to pay for a bus to take residents to and from the summer fete was questioned. It was noted that the bus service had not been well advertised. It was questioned why it was necessary to complete a grant application for funds for the summer fete. It was noted that the Council must provide an audit trail.

It was noted that a tree in memory of Robert Buscall will be planted on Millennium Green on March 4 at 2pm.

It was noted that a request had been made for a village newsletter every three or six months. The clerk will approach neighbouring parishes to see if Carbrooke can be included in these publications.

## **11 Items for inclusion on the agenda for the next meeting**

Speed limits in the parish.

A proposal to purchase outdoor fitness equipment.

A proposal to move the Council's bench on Millennium Green.

## **12 Date of Next Meeting**

The date and time of the next Parish Council meeting was confirmed as Monday 14 January 2019 at 7pm in the Community Cabin, Blenheim Grange

There being no further business, the meeting was closed at 8pm.