

Minutes of Carbrooke Parish Council Meeting held online on 9th March 2021

Present: Cllrs M Wormald (Chair), T Coppen, L Defew, G Long, G Redfern, P Sampher, J Tinson. In attendance: N Hartley (Parish Clerk) Cllr H Crane (Breckland Council) Cllr Bowes (Norfolk County Council).

1 Public Participation

No members of the public were present.

2 Breckland and County Councillor Reports

Cllr H Crane (Breckland Council) reported that after declaring a climate emergency in September 2019, Breckland Council now has a good strategy in place to make it a Net Zero Council by 2035. Breckland has launched a Young Carers project. This is part of the £1 million support that is to be focused on vulnerable people in the community.

Cllr Bowes (Norfolk County Council) noted that a budget for highways and maintenance improvements has been approved at Cabinet and that the Parish Partnership Scheme will provide further funding. A new Highways engineer for Carbrooke has been appointed.

3 Apologies for Absence

Apologies were received from Cllrs Borrett and Colley.

4 Declarations of Interest

Cllr Coppen declared an interest in any matters relating to the Millennium Green. Cllrs Long, Sampher and Wormald declared an interest in any matters relating to Blenheim Grange.

5 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 9 February 2021 as a true and accurate record.

6 Matters Arising

None.

7 Planning

7.1 Breckland Council decisions

Westmere Homes, land off Lancaster Avenue To discharge s106 1.1 to approve open space works specification and allow payment in lieu of play equipment in second. Revised from: To discharge s106 1.1 to approve open space works specification	3OB/2020/0006/OB Approved
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7.2 Applications considered

Brakeshill Lodge, farm access from Shipdham Road Conservatory to the east side of the property	3PL/2021/0147/HOU No objection
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Meadow Corner, Broadmoor Road Erection of one new dwelling	3PL/2021/0318/F No objection
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8 Finance

8.1 It was **RESOLVED** to make the following payments from the Current Account in accordance with the budget:-

DDR Veolia, removal of waste at Community Cabin, £49.18
Chq 101571 Jemco, signs for Blenheim Grange play area, £41.53
101572 HMRC, clerk's PAYE, £208.80
101573 N Hartley, salary adjustment (underpayment) to 31 March 2021, £218.60
101574 N Hartley, reimbursement of expenses, £288.84
101575 N Hartley, reimbursement of Wix annual fee and domain charge, £86.71
101576 Community Action Norfolk, annual subscription, £50
101577 TOP Garden Services, emptying dog and litter bins, £183.60
101578 Fenland Leisure, repairs to Blenheim Grange play area, £2,139.18
101579 Westcotec Ltd, solar light at Blenheim Grange, £2,160
101580 EDF Energy, electricity to Community Cabin, £22.02

8.2 It was noted that the clerk has been added to the Current Account as an authorised signature so that the Parish Council can move to online banking.

9 Internal Control Policy

The Council reviewed its Internal Control policy. It was **RESOLVED** to approve the policy.

10 Risk Management Policy

The Council reviewed its Risk Management policy. It was **RESOLVED** to approve the policy.

11 Flood Report

Norfolk County Council is currently prioritising visiting those residents whose properties have been internally flooded and will visit Carbrooke when resources allow. A visit to Carbrooke is planned. The flood report has been carried out, but publication has been delayed due to the current problems caused by flooding.

Cllr Bowes will see if she can help to speed up the process.

12 Road adoptions at Blenheim Grange

The consortium has no new update from the February report. Cllr Wormall, as chairman of the Blenheim Grange Residents Association, is to write to Anglian Water as the consortium is saying that Anglian Water is causing part of the delay.

13 Management of the Community Centre

It was **RESOLVED** to establish a sub committee of the Parish Council to run the day to day management of the Community Centre and for the Parish Council to remain as owners of the land and building. This will allow the sub committee to apply for grants through the Parish Council and to start working out the practicalities of fitting out the building. In the longer term the Parish Council may need to seek guidance regarding a governing document.

The subcommittee will comprise Phil Sampher, Georgia Long and Veronica Colley from the Parish Council, Mike Wormall as Chairman of Blenheim Grange Residents Association, Helen Crane (Breckland Council) Julia Rees, Shaun Cockman and Pat Warwick.

14 Items for inclusion in the next agenda

An update on the Flood report

An update on the road adoptions at Blenheim Grange

An update on the Community Centre

15 Next Meeting

The next meeting will be held online on 13 April at 7pm.

There being no further business, the meeting was closed at 7.50pm.

