

## **Minutes of the meeting of Carbrooke Parish Council held on 8 October in the Carbrooke Church**

**Present:** Cllrs P Sampher (Chair), T Coppen, S Dekeyzer, J Nind.  
Cllr C Bowes (Norfolk County Council) Cllr T Hewett (Breckland Council)  
In attendance N Hartley (Parish Clerk). Two members of the public.

The meeting began with a period of Public Participation. It was noted that the footpath at Summer Lane has not been cut and that there are potholes on Summer Lane. Cllr Bowes is meeting the highways engineer shortly and will note.

It was questioned who will be responsible for the maintenance of the grass in respect of the Dawe Estate planning application. The clerk will consult Breckland Council.

Cllr Bowes noted that the Children's Services consultation has opened. She encouraged participation. She also noted that the County's recycling centres are to open more shops on site.

Cllr Hewett is on the Task and Finish group regarding Flytipping and asked for any evidence of flytipping that has not been properly dealt with once it has been reported. She noted that the District Council is encouraging residents to use online services more so as to help those without access to the internet.

### **1. Apologies**

Cllr Borret and Cllr Matthews, who were working and Cllr Wormall, who was on holiday.

### **2. Declarations of Interest**

Cllrs Sampher and Nind in any matters relating to Blenheim Grange. Cllr Coppen in any matters relating to the Millennium Green. Cllr Nind in item 14.

### **3. Minutes**

It was resolved to approve and sign the minutes of the meeting held on 10 September 2018 as a true and accurate record.

### **4. Matters Arising**

It was noted that Norfolk County Council will put up a sign to Carbrooke at Watton Green.

### **5 Finance**

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

Barclays Bank (Current Account): £26,637.32  
Barclays Bank (Deposit Account): £6,345.61  
Scottish Widows (Blenheim Grange Maintenance Fund): £85,031.12  
Unity Trust Bank (Blenheim Grange Maintenance Fund): £85,131.07  
Lloyds Bank (Blenheim Grange Maintenance Fund): £20,996.05

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

Direct Debit, Veolia waste collection at Blenheim Grange, £33.50  
Standing Order, N Hartley, clerk's salary for August, £615.50  
Chq 101298 Thinking Rural, payroll services, £12  
101299 Westcotec Ltd, purchase of a SAM2 under the Parish Partnership Scheme, £3,720  
101300 Westcotec Ltd, repair and re-install village sign on Broadmoor Road, £213.60  
101301 PKF Littlejohn LLP, external audit fee, £240  
101302 RBL Poppy Appeal, donation to Remembrance Day wreath, £30  
101303 Information Commissioner, annual fee, £40  
101304 EDF Energy, electricity bill Community Cabin, £755.55

c. Payment Received

Breckland Council, part Precept, £15,000

d. The completion of the Annual Audit was noted. The meeting received a copy of the External Auditor's report, which noted that all necessary regulations and procedures have been complied with.

## **6. Community Centre Funds**

It was unanimously RESOLVED to leave the £5,000 earmarked in the Budget for the Community Centre in the Barclays savings account and to transfer the balance of the funds into the current account. The Barclays savings account will henceforth be named as an account for the Community Centre funds.

## **7. Preliminary Budget 2019/20**

The Council considered a preliminary Budget for 2019/20. It was unanimously RESOLVED to accept the preliminary document without change.

## **8. Parish Partnership Scheme**

A proposal was put forward for a pedestrian crossing at Norwich Road. The cost to the Parish Council would be £6,000. It was unanimously RESOLVED to request that Norfolk County Council put up the crossing as the use of the road is not limited to

Carbrooke residents and with the new housing developments at Blenheim Grange there will be more people in need of a road crossing.

### **9. Community Cabin**

It was noted that in view of the electricity costs to keep the Community Cabin heated over the winter in order to prevent the water pipes bursting, it was better to disconnect the water supply to the Community Cabin. It was unanimously RESOLVED to request Anglian Water disconnect the water supply.

### **10. New Noticeboard at Blenheim Grange**

This matter was deferred as it is linked to the new Community Centre.

### **11. Chairman's Allowance**

It was unanimously RESOLVED to set the Chairman's Allowance at £100 for 2019/20.

### **12. Clerk's Phone/Internet Costs**

It was unanimously RESOLVED to pay a third of the clerk's phone/internet costs.

### **13. Open Spaces Blenheim Grange**

It was unanimously RESOLVED to appoint Tom Du Quesne to cut the grass at Blenheim Grange and the front of the Village Hall in 2019/20. Further costs will be obtained for the grass running round the car park.

### **14. Flower Bed Maintenance Blenheim Grange**

It was unanimously RESOLVED to appoint Alex Grey to maintain the flower beds at Blenheim Grange in 2019/20.

### **15. Trees and Shrubs at Blenheim Grange**

It was unanimously RESOLVED to set aside funds from the Commuted Sum for the purchase of plants, trees and shrubs at Blenheim Grange in 2019/20.

### **16. Citizens Advice Bureau**

It was unanimously RESOLVED to make a donation of £100 to the Citizens Advice Bureau in November 2018 and to budget £100 as a donation in 2019/20.

### **17. Remembrance Day Wreath**

It was unanimously RESOLVED to budget £90 for the purchase of three Remembrance Day wreaths in 2019/20 and to purchase another two wreaths this year for an additional £60.

### **18. Summer Fete and Events**

It was unanimously RESOLVED to budget £250 in 2019/20 for a bus to take residents to and from the Summer Fete.

### **19. Parish Council Grants**

It was unanimously RESOLVED to budget £4,000 for grants in 2019/20.

### **20. Speed Limits**

The response of Norfolk County Council to the Parish Council's requests regarding speed limits was noted. It was unanimously RESOLVED to write to George Freeman for help in lowering the speed limit outside the school and implementing a uniform 30mph speed limit on Norwich Road.

### **21. Defibrillator**

It was unanimously RESOLVED to ask the Village Hall to allow a defibrillator to be located on the outside of the Village Hall. The Parish Council will pay the costs to install the electricity supply.

### **22. Re-seeding**

It was agreed to defer this until the next meeting when the Council will have heard back from the consortium.

### **23. Litter Bin**

It was unanimously RESOLVED to purchase a larger litter bin on Norwich Road opposite the new bus shelter.

### **24. Advertising Banner**

It was unanimously RESOLVED to only allow Council approved, non-commercial community events to be advertised on the fence at the front of Blenheim Grange.

### **25. Information Boards**

It was unanimously RESOLVED to insure the Information Boards.

### **26. Representatives' Reports**

Cllr Coppen noted on behalf of the Millennium Green Trust that there is to be a Christmas fete this year, date to be announced.

Cllr Dekeyzer noted that the works to the Village Hall were delayed by problems with the electricity, but the scaffolding is down and the work is progressing.

### **27. Correspondence**

None.

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

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Proposal to purchase a house for rent.

### **29. Date of Next Meeting**

The date and time of the next Parish Council meeting was confirmed as Monday 12 October in the Community Cabin, Blenheim Grange.

There being no further business, the meeting was closed at 9.20pm.