

## **Minutes of the meeting of Carbrooke Parish Council held on 10 September in the Community Cabin, Blenheim Grange**

**Present:** Cllrs P Sampher (Chair), J Borret, S Dekeyzer, J Matthews, J Nind, M Wormall.  
Cllr T Hewett (Breckland Council) In attendance N Hartley (Parish Clerk).  
Five members of the public.

The meeting began with a period of Public Participation. It was noted that the footpath at Summer Lane needs cutting. This has been reported, but the clerk will chase. It was suggested that the Council might send a letter of thanks to the Fire Service for all its hard work on behalf of the community over the course of the summer. This will be done.

It was noted that the Millennium Green is desperately in need of funds. A request was made to the Parish Council for a greater level of funding. In response, it was noted that the Council's grant to the Green was the largest of the grants made this year. It was further noted that the Parish Council cannot put a greater level of funding into the Green as it does not own the Green. The Parish Council has made a number of previous offers to the Green to take over ownership while the volunteers and trustees continue to maintain it. The Parish Council has also offered to include the grass cutting in its maintenance contract. It was noted that the Council has budgeted its commitments for this financial year, but it will take the request into consideration when drawing up its budget for 2019/20.

### **1. Apologies**

Cllr Coppen and Cllr Bowes (Norfolk County Council) who was on holiday.

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

Cllrs Sampher, Matthews, Nind and Wormall in any matters relating to Blenheim Grange.

### **3. Minutes**

It was resolved to approve and sign the minutes of the meeting held on 6 August 2018 as a true and accurate record.

### **4. Matters Arising**

None.

### **5. Planning**

Applications considered:-

Barratt Homes, Former RAF Watton, Norwich Road                      3PL/2018/0910/VAR  
Vary condition 2 to 3PL/2016/1352/VAR – Revised layout and house types  
No objection

Smiths of Honingham, Technical site Former RAF Watton 3PL/2018/0939/VAR  
Vary conditions 2,3,5, 7 and 8 on 3PL/2017/1094/VAR to allow revised layout  
No objection

Smiths of Honingham, Technical site Former RAF Watton 3PL/2018/0938/F  
Vary conditions 2,5, 8 and 9 on 3PL/2017/1095/F to allow revised layout  
No objection

## **6. Finance**

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

Barclays Bank (Current Account): £12,652.27  
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 101291 HMRC, clerk's PAYE, £229.42  
101292 Thinking Rural, payroll services, £12  
101293 Watton Town Council, donation to cost of Watton Fireworks display, £100  
(Section 137)  
101294 Carbrooke Village Hall, donation toward cost of reopening ceremony, £50  
101295 Anglian Water Business Ltd, water bill for Community Cabin, £40.06  
101296 R Weston, reimbursement for purchase of oil to re-stain the bench outside  
Carbrooke Village Hall, £41.19  
101297 Community Heartbeat Trust, replacement defibrillator pads, £97.20

Payments from Blenheim Grange Maintenance Fund:-

Chq 000010 TOP Garden Services, maintenance at Blenheim Grange, £573.60  
000011 TOP Garden Services, maintenance at Blenheim Grange, £573.60

c. The Council received a report of Actual Expenditure to Budgeted Expenditure

## **7. Advertising Banner**

A request was made to display an advertising banner at the front of Blenheim Grange for a period of two weeks. It was noted that commercial ventures are using the front of the Grange to advertise without payment and that those businesses advertising on the roundabout have to pay to advertise. It was unanimously RESOLVED to consider the Council's position with regard to insurance if there is any damage caused by a banner and to consider the matter at the October meeting..

## **8. Subcommittee for the Purchase of a House at Blenheim Grange**

It was unanimously RESOLVED to establish a subcommittee regarding the purchase of a house for rent at Blenheim Grange. The members will be Cllrs Dekeyzer, Matthews and Nind.

## **9. Trees at Blenheim Grange**

A number of trees were noted as having died over the summer. There is also a self-seeded sycamore at the front of Blenheim Grange and a tree next to the path to the substation which would benefit from felling. It was unanimously RESOLVED to accept the quote of TOP Garden Services and to instruct them to carry out the work.

## **10. Three Year Plan for the Village Assets**

The clerk submitted a Three Year Plan for the maintenance of the Parish Council's assets in the older part of the parish. It was unanimously RESOLVED to accept the report. A copy of the report is on the Parish Council's website.

## **11. Defibrillator**

Cllr Borret noted that it had been necessary to order replacement pads for the defibrillator. She further noted that the equipment is accessible without recourse to phoning the emergency services. It was unanimously RESOLVED that the equipment should only be available by phoning the emergency services.

## **12. Speed Limits**

It was noted that the Parish Council is waiting for more information from Norfolk County Council as to what conditions need to be met to lower various speed limits in the parish.

## **13. Information Boards**

The Parish Council was asked to add the Information Boards to its insurance policy. It was unanimously RESOLVED to see if these will be considered Parish Council assets.

## **14. Post Box**

The Council received a request from Royal Mail to site a post box at Lancaster Avenue. It was unanimously RESOLVED to approve the location.

## **15. Revised Standing Orders**

A set of revised Standing Orders was submitted to reflect new changes in information management. It was unanimously RESOLVED to adopt the revised Standing Orders.

## **16. Representatives' Reports**

Cllr Dekeyzer noted that the works to the Village Hall have commenced. The next meeting of the Management Committee is on 18 September.

Cllr Wormall noted on behalf of the Blenheim Grange Residents Association that he is awaiting the reply from the consortium regarding the lowering of the bund next to the play area. He noted that he was collecting fifteen bags of rubbish a week from around the estate.

## **17. Correspondence**

A request was read from the Citizens Advice Bureau requesting financial support. The Council has made previous donations to the CAB and will consider as part of its budget for next year.

A request was read from Carbrooke Church to support the church as a venue for meetings of the Council. It was unanimously agreed to support the Church.

Mr Weston was thanked by the Council for his work in re-staining the bench at the front of the Village Hall.

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

Maintenance of the flower beds at Blenheim Grange.

The consortium's proposals to re-seed the roundabout at Lancaster Avenue and the position regarding the lowering of the bund next to the play area.

## **19. Date of Next Meeting**

The date and time of the next Parish Council meeting was confirmed as Monday 8 October in Carbrooke Church.

There being no further business, the meeting was closed at 8.05pm.