**Minutes of Carbrooke Parish Council Meeting**

**held online on 10th November 2020**

**Present:** Cllrs M Wormall (Chair) J Borrett, 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**

There were no members of the public present.

**2 Breckland and County Councillor Reports**

Cllr H Crane (Breckland Council) reported that Breckland Council has received the RSPCA award for its outstanding work with animal welfare for the fifth year in a row. With a second lockdown in place, the Council is contacting all vulnerable residents who were previously on the list. The health service will be writing to residents who are vulnerable and will be adding to the list as appropriate. Any resident who is isolating can contact the Council for help. Isolation grants are available from Breckland Council. A £6 million support package has been launched to help the District’s businesses through lockdown. Claims can be made through the Breckland Council website.

Cllr Bowes (Norfolk County Council) reported that the number of covid cases in the Watton area was not now significantly different from the Norfolk average after the recent outbreak at Cranswick. She noted that the County Council’s Budget proposals remain open for public consultation.

**3 Apologies for Absence**

Apologies were received from Cllrs Coppen and Colley.

**4 Declarations of Interest**

Cllrs Sampher and Wormall 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 13 October 2020 as a true and accurate record.

**6 Matters Arising**

The Council had sent an invitation to teachers to use the Village Hall car park. Mrs Wheeler noted that some staff already park there, but many work beyond 6pm when the car park is locked. She will encourage others to park there.

**7 Planning**

7.1 Application considered

Westmere Homes Ltd, land off Lancaster Avenue 3OB/2020/0006/OB

To discharge s106 1.1 to approve open space works specification and allow payment in lieu of play equipment. Revised from – to discharge s 106 1.1 to approve open space works specification No objection

**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, £34.42

Direct Debit, Veolia, waste collection at Blenheim Grange, £49.61

Chq 101550 Blenheim Grange Residents Association, replacement cheque for grant,

£385 (original cheque has been stopped)

101551 N Hartley, reimbursement of expenses, £254.57

101552 Viking, office supplies, £32.12

101553 Mansfield Fencing, to erect noticeboard at Ash Tree Park, £120

101554 Wayland Partnership, donation to running costs, £100 (section 137)

101555 PKF Littlejohn, audit fee, £240

8.2 The following payments were made from the Commuted Sum in accordance

with the budget:-

Chq 000050 Alex Grey, hedge cutting, weeding and maintenance of flower beds,

£700

8.3 The meeting received a report of Actual to Budgeted Expenditure

8.4 Cllr Tinson confirmed that in her role as Internal Control Officer she had carried out the designated checks and that everything was in order.

8.5 The completion of the external audit was noted.

**9 Central Reservation and Speed limit Change**

Cllr Bowes noted that she had spoken to the Director of Highways in order to prioritise work on the central reservation and speed limit change on Norwich Road. The Design Team has been asked to provide an update and Cllr Bowes is expecting a report shortly.

**10 Road Adoptions at Blenheim Grange**

It was noted that the consortium is still passing round the documentation for signature regarding the road adoptions at Blenheim Grange.

**11 Litter Survey at Blenheim Grange**

Cllr Long advised with regard to the Litter Survey at Blenheim Grange of the thirteen responses, nine people said more could be done to combat the litter problems and four that no more could be done. Cllr Crane will see if the Council can access the number of reports on anti social drinking/litter problems. Residents are encouraged to report incidents. Cllr Long will design a poster with details of where reports can be made.

**12 Water Drainage Group**

Cllr Defew advised with regard to the Water Drainage Group that she had received a response from Norfolk County Council’s Flooding Officer. She noted that landowners have a riparian responsibility to keep clear the watercourses at their properties and that the County Council will contact them regarding their responsibilities. She noted that the Planning Inspectorate report regarding the recent of the Dawe Estates planning application stated that any future development at Meadow Lane will cause the watercourses/drainage to collapse. It was noted that Norfolk County Council has recently cleared the drains through the older part of the village.

**13 Grass Cutting Contract 2021**

It was **RESOLVED** to appoint TOP Garden Services to cut the grass at Blenheim Grange and Carbrooke Village Hall in 2021. The Council will seek a discount for a longer term contract.

**14 Parish Partnership Scheme**

It was proposed to install school children crossing signs. The Council will seek costs before making a final decision.

**15 Draft Budget 2021/22**

Cllr Wormall expressed concerns about a proposal in the Draft Budget to increase the Precept to £37,000 in light of the present uncertainty over people’s jobs and the extension of the furlough scheme. It was noted that new houses had been taken into Carbrooke. The Council will return to the Budget at the December meeting when costs regarding the proposed Parish Partnership Scheme are known.

**16 Items for inclusion in the next agenda**

Update on road adoptions at Blenheim Grange.

Update from the Water Drainage Group.

**17 Fuel Allotment Charity**

Cllr Borrett noted that she is compiling the list of grants to residents from the Fuel Allotment Charity.

**18 Remembrance Day**

Cllr Wormall noted that wreaths had been laid at the Blenheim Grange war memorials on behalf of the Parish Council and that the Residents Association had laid a wreath at the Watton war memorial. Cllr Borrett had laid a wreath the church service in Carbrooke.

**18 Next Meeting**

The next meeting will be held online at 7pm on December 8.

There being no further business, the meeting was closed at 8.10pm.