

**Minutes of the Parish Council Meeting
held on 14th January 2020 in Carbrooke Village Hall**

Present: Cllrs T Coppen (Chair), J Borrett, V Colley, G Redfern, P Sampher, J Tinson. In attendance: N Hartley (Parish Clerk) Cllr H Crane (Breckland Council) Four members of the public.

Public Participation

The meeting commenced with a period of Public Participation. The Parish Council was made aware of the noise from a generator on Summer Lane and further enquiries will be made. The Council was asked about parking outside the school. The school's head noted that she stands outside the school at drop off and pick off every day and actively discourages parents from parking where they should not. Regular bulletins are placed in the school's newsletter asking for courteous parking. The head has requested visits from the Police and the Civil Enforcement. She noted the school has more pupils; that there is now a nursery on site; and that there is no school bus, all of which have increased the amount of traffic. In the mornings, the school has arranged staggered starts for pupils in order to alleviate some of the traffic congestion. She noted that in the afternoons there are some 200 pupils leaving the school.

1 Apologies for absence

Apologies were received from Cllrs Dekeyzer, Lorne and Wormall, and Cllr Birt (Breckland Council).

2 Declarations of Interest

Cllr Coppen declared an interest in any matters relating to Millennium Green. Cllrs Colley and Sampher declared an interest in any matters relating to Blenheim Grange.

3 Minutes

It was resolved to approve and sign the minutes of the meeting held on 12 November 2019 as a true and accurate record.

4 Matters Arising

Watton Town Council had thanked the Parish Council for its donation toward the cost of the fireworks display.

5 School Bus

The request to reinstate the school bus had been refused by Norfolk County Council. The school's head noted that she had walked the walking route to the school with Cllrs

Lorne and Wormald and a senior member of Norfolk County Council. She noted there was discussion of an alternate walking route, but this would cost £80,000. A Police report had noted the walking route was not safe. It was also noted the walking route is not adequately cut. It was **RESOLVED** to contact George Freeman for his support. Cllr Crane will also contact him.

6 Planning

6.1 Parish Council comments sent to Breckland Council

Former Carbrooke Service Station, Church Street	3PL/2019/1419/VAR
To change site layout and access in line with that shown on drawing 0408/P/202	No objection

6.2 Breckland Council decisions

Frog Hollow, Church Street	3PL/2019/1234/HOU
Single storey extension	Approved

Cowslip Lodge, Drury Lane	3PL/2019/1271/HOU
Proposed annex, balcony and cart lodge	Approved

Manor Farm, Willow Corner	3PL/2019/1079/CU
Change of use for agricultural workshop to part workshop/part storage for sheet metal business	Refused

Carbrooke Service Station, Church Street	3PL/2019/1419/VAR
Variation of Conditions 3 and 7 to 3PL/2015/1200/O	Approved

6.3 Application considered

Carbrooke Service Station, Church Street	3PL/2019/1419/D
Reserved matters for submission for proposed two dwellings following outline Planning Permission 3PL/2019/1419/VAR (Description amended to include ref number 3PL/2019/1419/VAR)	No objection

7 Finance

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

Direct Debit, Veolia, waste collection at Blenheim Grange, £48.82

Direct Debit, Veolia, waste collection at Blenheim Grange, £33.89

Chq 101475 Cheque not used

101476 Great Melton Farms, purchase Christmas tree, £180

101477 Wensum Valley Electrical Ltd, install & remove Christmas lights, £120

101478 TOP Garden Services, cut grass at Village Hall car park, £24

101479 TOP Garden Services, emptying dog bins at Blenheim Grange, £93.60

- 101480 Mansfield Fencing, Christmas tree and dog bin repairs at Blenheim Grange, £75
- 101481 Thinking Rural, payroll services, £24
- 101482 HMRC, clerk's PAYE, £120.20
- 101483 N Hartley, reimbursement for Council laptop McAfee subscription, £89.99
- 101484 Thinking Rural, payroll services, £12
- 101485 Steve Jackman, changes to website to comply with accessibility regulations, £45
- 101486 TOP Garden Services, emptying dog bins, £140.40

7.2 The following payment were approved from the Commuted Sum in accordance with the budget:-

- 000034 TOP Garden Services, grass cutting at Blenheim Grange, £216
- 000035 Cheque not cashed as words and figures differed
- 000036 Alex Grey, planting replacement trees at Blenheim Grange, £120
- 000037 Oakbank Game & Conservation Ltd, tree survey and report, £2,298

7.3 The following payments had been received:-

- Carbrooke Heritage Group, difference in payment of grant for publication of school book, £18.05
- Unity Trust Bank, interest paid on account, £86.25

7.4 The meeting received a report of Actual Expenditure to Budgeted Expenditure

8 Norwich Road Crossing

The clerk noted that in view of the deadline a Parish Partnership Scheme bid had been submitted to Norfolk County Council. The Council had received a subsequent email from Barretts that some monies may be forthcoming, but a definite decision was awaited.

9 Boundary Review

The Council considered a proposal from Griston Parish Council for a review of the Boundary between Griston and Carbrooke at Blenheim Grange. Cllr Crane provided the Council with additional information. It was noted that by incorporating into Carbrooke land which is currently in Griston parish, an additional 25 to 30 homes will be added to Carbrooke. It was **RESOLVED** to agree to Griston Parish Council's request for a Boundary Review.

10 Grants Policy

It was noted that if the Council agreed to pay a larger sum to the Millennium Green, it would need to amend its Grants Policy.

11 Millennium Green

The Council considered a proposal to fund the Millennium Green. It was noted that the annual insurance premium is approximately £1,500 and that grass cutting costs £250 pa. There are additional costs for servicing equipment. Concern was expressed over what happens to the management of the Green if the trustees stand down or are unable to run the Green. Cllr Coppen was asked to provide the Council with the documents that show what would happen if the Green could not be maintained by the trustees. It was proposed that the Parish Council pay the annual insurance premium of the Millennium Green and the annual insurance premium of the Village Hall (currently believed to be approx £1,000) It was **RESOLVED** to approve the proposal.

12 Budget and Precept

The Council concluded its Budget for 2020/21. A sum of £4,000 was budgeted for grants and additional funds were added to pay for new fibrefall to replace the matting under the swings at Blenheim Grange. It was **RESOLVED** to set the Precept at £35,000.

13 Village Hall Car Park Fencing

The Council considered a proposal to replace the old fencing between the Village Hall car park and the Millennium Green. It was **RESOLVED** to approve an estimate of £300 for materials.

14 Village Hall Car Park

The Council considered a proposal to install hedging at the front of the Village Hall to prevent access to vehicles. It was **RESOLVED** to approve an estimate of £300.

15 Church Street

Cllr Redfern noted that he had been accused of cutting the hedge to show the 30 mph speed sign near Anoka. It was noted that it was Norfolk County Council which had carried out this work at the request of the Parish Council so that drivers could see the speed sign. Norfolk County Council has the matter in hand regarding the boundary of the property.

16 Noticeboard at Knights Park

This was held over to the next meeting.

17 Three Year Plan

The Council considered a Three Year Plan for the Village assets (those assets excluding those at Blenheim Grange). It was **RESOLVED** to approve the Three Year Plan.

18 Grant Application for Carbrooke PCC

The Council considered a Grant Application for Carbrooke PCC for maintenance equipment. It was **RESOLVED** to approve a grant of £500 for maintenance equipment.

19 Representatives' reports

Cllr Sampher noted that damage had been caused to the Council's hedging and land at Blenheim Grange by contractors for one of the housing associations and that the contractor had been given three weeks to rectify.

Cllr Borrett noted that the Fuel Allotment Charity payments had been made.

20 Items for inclusion on the agenda for the next meeting

None.

21 Next Meeting

The next Parish Council meeting will be in the Village Hall on Tuesday 11th February 2020 at 7pm.

There being no further business, the meeting was closed at 9.10pm.