

**Minutes of the meeting of Carbrooke Parish Council  
held on 14 January 2019 in the Community Cabin, Blenheim Grange**

**Present:** Cllrs T Coppen (Chair), J Borrett, S Dekeyzer, J Nind, M Wormald.  
N Hartley (Parish Clerk) Cllr C Bowes (Norfolk County Council)

### **1 Apologies**

None.

### **2 Declarations of Interest**

Cllr Coppen in any matters relating to Carbrooke Village Green. Cllrs Nind and Wormald in any matters relating to Blenheim Grange.

### **3 Cooption**

It was noted that while two candidates had put their names forward, both had subsequently withdrawn. The period of co-option will therefore be extended.

### **4 Minutes**

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

### **5 Matters Arising**

It was noted that a new defibrillator will be installed in the phone box near the church.

It was noted that the resident is no longer parking near the entrance to the power substation.

It was noted that the moveable speed sign is up and running in the older part of the parish and seems to be having a positive effect on slowing drivers' speeds.

### **6 Finance**

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

Direct Debit, Veolia, waste collection at Blenheim Grange, £47.88  
Standing Order, N Hartley, clerk's salary, £615  
Chq 101327 Thinking Rural, payroll services, £12

6.2 The following payments were received:-

Unity Trust Bank, interest received, £85.98  
Zurich Insurance, claim for ball catcher, £612.50  
Scottish Widows Bank, interest received, £8.50

6.3 The Council received a report of Actual Expenditure to Budgeted Expenditure

## **7 Complaints Procedure**

The Council reviewed its Complaints Procedure without amendment.

## **8. Data Protection Policy**

The Council reviewed its Data Protection policy without amendment.

## **9 Data Protection Privacy Notice**

The Council reviewed its Data Protection Privacy Notice without amendment.

## **10 Disciplinary and Grievance Policy**

The Council reviewed its Disciplinary and Grievance policy without amendment.

## **11 Equality Policy**

The Council reviewed its Equality policy without amendment.

## **12 General Data Protection Regulations**

The Council reviewed its General Data Protection Regulations without amendment.

## **13 Health and Safety Policy**

The Council reviewed its Health and Safety policy without amendment.

## **14 Lone Working Policy**

The Council reviewed its Lone Working policy without amendment.

## **15 Openness and Transparency Policy**

The Council reviewed its Openness and Transparency policy without amendment.

## **16 Press and Media Policy**

The Council reviewed its Press and Media policy without amendment.

## **17 Training and Development Policy**

The Council reviewed its Training and Development policy without amendment.

## **18 Community Centre**

It was RESOLVED to establish a working group regarding the management of the Community Centre at Blenheim Grange. The group needs to have at least two members from the Parish Council and at least two members from the Blenheim Grange Residents Association.

## **19 Grant Application**

The Council considered a grant application from Carbrooke PCC toward the maintenance of the churchyard. It was RESOLVED to make a grant of £1,000.

## **20 Speed Limits**

Cllr Bowes had met Tom McCabe from Norfolk County Council. He noted that the Parish Council could apply to have an enforceable 20mph speed limit outside the school under the Parish Partnership Scheme. The cost would be up to £10,000, of which the Parish Council would pay half. Other village organisations could contribute toward the cost. The Council asked for a breakdown of these costs.

As regards the proposed 30mph limit on Norwich Road to the Flying Fish, Tom McCabe was speaking to the Highways Engineer.

## **21 Outdoor Fitness Equipment**

It was RESOLVED to purchase outdoor fitness equipment for Blenheim Grange and possibly for installation on the Village Green. Monies can be applied for under Breckland Council's Community Well Being project. The Council will see if there are any available funds at the end of the financial year to possibly contribute toward the purchase.

## **22 Bench on Millennium Green**

It was RESOLVED to accept a quote from Mansfield Fencing to move the bench on Millennium Green.

## **23 Representatives' Reports**

Cllr Wormall noted on behalf of the Blenheim Grange Residents Association that he had not carried out a litter pick due to the presence of anti social drinkers. He noted that one of the trees on Lancaster Avenue needed to be removed, together with a flytip by the play area. One of the fence panels at the front of Blenheim Grange had been hit by a car. The Council will replace the fence and send the bill to the driver.

Cllr Dekeyzer noted that the Village Hall will be reopened on 11 March at the same time as a tree is planted in commemoration of Robert Buscall.

Cllr Coppen noted on behalf of Carbrooke Village Green that Community Service workers were carrying out works twice a month at the Green. The woods are being coppiced and wood chippings have been laid down on the paths.

## **24 Correspondence**

None.

## **25 Items for inclusion on the agenda for the next meeting**

Installation of the defibrillator.

## **26 Date of Next Meeting**

The date and time of the next Parish Council meeting was confirmed as Monday 11 February 2019 at 7pm in Carbrooke Church

There being no further business, the meeting was closed at 8pm.