

Minutes of a meeting of Carbrooke Parish Council held in the Community Hub on 10 February 2026

Councillors present: D Page (Chair), J Borrett, L Brazell, W Leport, L Poole, G Redfern.

In attendance:- N Hartley (Parish Clerk), Cllr P Bate (Breckland Council, P Arrowsmith (Manager of the Community Hub), two members of the public.

Public Participation

None.

1 Apologies for Absence

Apologies were received from Cllr Defew, Cllr H Crane (Breckland Council) and Cllr C Bowes (Norfolk County Council).

2 Declarations of Interest

None.

3 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 13 January 2026. The Chair signed the minutes.

4 Matters Arising

None.

5 Report from Breckland Councillors

A copy of Cllr Bate and Crane's reports are attached to the minutes.

6 Finance

6.1 The following payments were approved in accordance with the budget:-

N Hartley, clerk's salary, £822

HMRC, clerk's Paye & Hub manager's Paye, £669.67

Breckland Council, emptying litter and dog bins at Blenheim Grange, £1,638.37

Westcotec Ltd, new seat to replace broken seat in Norwich Road bus shelter, £840

R Poole, reimbursement of cost of printing newsletter, £215.96

6.2 The Council noted receipt of the following payment:-

Carbrooke Parish Council (Hub account), payment for manager's Paye, £248.60

7 Hub Manager's Report

A copy of the report is attached to the minutes.

8 Hub Finance Report

A copy of the report is attached to the minutes.

9 Appointment of a Representative to Carbrooke Academy

The Council requested further information from the school as to whether the school would like a representative and what duties would be required of a representative, and what meetings they would be asked attend.

10 Update on Breckland Council land at Mill Lane

Breckland Council advised as follows:- The land at Mill Lane is currently under a licence to the neighbouring property to use as private garden land. This piece of land wouldn't fit the criteria for a Nil community transfer as it will not be open, accessible land for use by the public. Breckland Council would not currently look to terminate the licence. If the Parish Council wish to take the land on with the licence in place then we would need to consider a market value transfer in which the Parish Council would need to pay surveyor and legal fees for Breckland Council.

It was **RESOLVED** that the Council did not wish to take on this piece of land.

11 Parish Council Facebook Page

It was **RESOLVED** to start a Council Facebook page.

12 Adoption of a Social Media policy

It was **RESOLVED** to adopt a Social Media policy.

13 Responsibility for an additional piece of land at Blenheim Grange

It was **RESOLVED** that in order to accept responsibility for an additional piece of land at the edge of the Lancaster Avenue playing field the Council would like to ensure the consortium is paying the legal fees in respect of this.

14 Adoption of a Blenheim Grange Maintenance Plan

It was **RESOLVED** to adopt a Blenheim Grange Maintenance Plan.

15 Adoption of a Village Maintenance Plan

It was **RESOLVED** to adopt a Village Maintenance Plan.

16 Environmental Policy

It was **RESOLVED** to adopt an Environmental policy.

17 Biodiversity Plan

It was **RESOLVED** to adopt a Biodiversity policy.

18 Safeguarding Policy

It was **RESOLVED** to adopt a Safeguarding policy.

19 Privacy Notice

It was **RESOLVED** to adopt a revised Privacy Notice.

20 Review of Policies

It was **RESOLVED** to approve without amendment the following policies:-

Data Protection policy

IT policy

Press and Media policy

Tree Management policy

21 Neighbourhood Plan

The Council has been awarded a £5,000 grant toward the cost of the Plan by Breckland Council. The committee is meeting its contractor on February 11.

22 Representatives' reports

Cllr Page had attended a meeting of the Millennium Green and everything was going well.

Cllr Borrett had attended a meeting of the Parochial Church Council, at which the increased costs of grass cutting in the churchyard had been noted. The Council will offer to put the PCC in touch with its contractor for a quote.

23 Items for Next Agenda

A grant application from Carbrooke Parochial Church Council

An update on maintenance of the Village Hall car park

24 Next Meeting

The next Council meeting will be at 7pm in the Community Hub on March 10.

The meeting was closed at 7.15pm.

Signed Chair

Date

Report of Cllr Bate (Breckland Council)

During the meeting on the 22nd January there was less to talk about, and I think it will diminish further as we get closer to Breckland's demise. A question was asked about the removal of Breckland bridge from the agenda and why it had to be bailed out to the tune of half a million pounds. The ruling party blamed the government and the imposition of LGR. They were very defiant that they had made all the right decisions. Defiance seems to be the attitude when they are backed into a corner.

A question was asked about street wardens in Dereham as there are none at present. Dereham town council are not prepared to work in partnership with Breckland to achieve this was the reply. Street wardens seem to work well in Thetford.

It was suggested that a letter should be written to the government expressing the opinion that we do not want local elections postponed. The letter had already been written but not shared with the council.

Report of Cllr Crane (Breckland Council)

Council Tax and Budget-At cabinet on 11th January the Council tax was set for Breckland Council, an increase of £4.95 per year for a band D property. This means that a band D property will pay £124 total per year. Some 70% residents are in lower bands and will therefore pay less. Breckland remains the lowest Council tax area in England. The draft Budget was announced, which is balanced with no loss of service. The Budget is out for consultation.

Car Parks-The process for handing over some car parks to the Town Councils has begun, enabling car parking to remain in local control after LGR.

The majority of Breckland Council members voted in favour of a letter sent to the government opposing the cancellation of elections.

A new food waste collection service will be implemented in 2026 as part of a Government-led initiative on recycling. Further information about the service will be made available as we get nearer to the starting date, and residents will receive food waste caddies and bins ahead of the service starting. This service will be phased in by area.

Community Hub Report

Bookings Payable hours and Community Hours

	Jan	Feb	March
Total Paid Hours	91	105	116
Total Community Hours	20	22	26

The lighting improvements have been delayed again due to the lights making a humming noise. The lights will not be signed off until this is resolved. Spartec Ltd are going back to find another solution. Spartec Ltd have sent the invoice for the work that has been completed this will not be paid until an engineer has attended to hopefully resolve the humming of the new lights.

Update Engineer attending 9th February

My Health Corner Initiative which is a community-based project that provides free accessible health and wellbeing information. The initiative is attracting people to the hub who wish to monitor their blood pressure. This has become quite popular with visitors using the equipment.

January has been a busy month at the hub many trees have been planted at the Orchard and at the Hub. All the bulbs have finally been planted thanks to everyone that helped hopefully we will see some lovely flowers in the spring.

The Beavers have decided to use the Hub from March, where we cannot accommodate groups at the Hub we are encouraging them to use Carbrooke Village Hall.

We have another person who is litter picking in the area he has also volunteered to help with tidying the memorials and keeping everywhere tidy.