

Minutes of a meeting of Carbrooke Parish Council held in the Community Hub on 9 December 2025

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), Cllr Crane (Breckland Council) P Arrowsmith (Manager of the Community Hub), five members of the public.

Public Participation

With regard to Item 5 on the agenda, the resident noted that it had been five months since the Council had determined an action regarding noise in the Village Hall car park. He said the Council's suggestion to install a concrete pad at the car park entrance would not solve the noise problem. He extended his offer to meet members of the Council at his house. In response, the Council noted that it was awaiting further information (see Item 5 below).

A member of the public requested a Hospital Car Scheme. The Council will consider the request at its January meeting.

The Council was asked whether a field near the school could be used as a car park, but the Parish Council does not own this land and is not responsible for parking at the school.

A member of the public asked how residents without transport were able to obtain their payment from Carbrooke Fuel Allotment Charity. Cllr Borrett replied on behalf of the Charity. She said that residents are able to collect their cheques from her or another member of the charity, or to send a nominated person on their behalf.

1 Apologies for Absence

Apologies were received from Cllr Defew, who had a prior engagement.

2 Declarations of Interest

Cllr Poole declared an interest in Item 10, as she knows one of the consultants.

3 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 11 November 2025. The Chair signed the minutes.

4 Matters Arising

None.

5 Village Hall car park

The Council was awaiting guidance from Breckland Council. In view of this, it was **RESOLVED** to carry this forward to the January meeting.

6 Report from Breckland Councillors

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

7 Finance

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

N Hartley, clerk's salary, £822.20

HMRC, clerk's Paye & Hub manager's Paye, £669.47

Grantscape, payment re play area safety surfacing grant, £2,062

Great Melton Farms, purchase of Christmas tree, £177

Royal British Veterans Enterprise, two Tommy memorial benches for Hub, £1,710

R Poole, reimbursement for printing costs of parish magazine, £299.39

Defib World, replacement pads for the Hub defibrillator, £74.59

Mansfield Fencing, collect and install Christmas tree, £150

7.2 The following payments were made from the Commuted Sum:-

Marnick Landscapes, clearance of Council land at Canberra Road, £500

7.3 The Council noted the following payments received:-

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

7.4 The meeting received the Internal Control Officer's report. Cllr Leport said that he had carried out the checks and everything was in order.

8 Hub Manager's report

A copy of the report is attached to the minutes.

9 Hub's Finance report

A copy of the report is attached to the minutes.

10 Neighbourhood Plan

The working party had interviewed three consultants. It was **RESOLVED** to appoint Louise Cornell.

11 Parish Partnership bids

Norfolk County Council had not accepted the Council's bids (one to renew/repaint the keep clear area outside the school, the other to resurface the footpath at the junction of Drury Lane and Summer Lane) as these come under routine maintenance. The Council reported both items on the County Council's Report-a-problem facility. The replies were as follows:-

Re markings outside the school. ‘While I appreciate wanting to be on top of markings such as these, the current keep clear/school markings are very bold and very clear and I do not believe they currently require reinstating. We will regularly check on inspections for any changes to this.’

Re the footpath. ‘Hedge cutting is already programmed and awaiting work taking place (though NCC is not the owner of this hedge) and at this time the footway does not meet criteria for resurfacing and is generally in good repair.’

12 Maintenance of Carbrooke Milestones

The Milestone Society had written to the Council to ask if the Parish Council would consider repainting two milestones in the parish. There are two milestones. One is on Norwich Road near the Summer Lane junction. The other is on the right just before the Caston turning, near the Carbrooke road sign. The Milestone Society would supply the white, and sign writers enamel paints. The Council would need to supply a contractor or a volunteer/s. It was **RESOLVED** that Cllr Page will paint the milestones in the spring.

13 Representatives’ reports

There were no reports as there had been no meetings.

14 Items for inclusion on the next agenda

Request for a Hospital Car Scheme.
Village Hall car park.

15 Next Meeting

The next Council meeting will be in the Community Hub on January 13, 2026.

The meeting was closed at 7.30pm.

Signed Chair
Date

Report of Cllr Crane (Breckland Council)

Local Plan Regulation 18 consultation-There has been some concerns from residents regarding the site in Carbrooke. I urge residents to engage with the consultation process and make sure planners know what thoughts you have, whether that be for infrastructure, green space, school etc.

Funding has been made available through the environmental initiative grants, in partnership with SERCO. Thirteen groups across the district received grants of either £500 or £1,000. I am pleased to say that both the school and the Millennium green were successful.

Kings Coronation Tree Grant-Cherry blossom trees have been ordered for the remainder of Orchard area at Blenheim Grange and it is hoped to plant them in January/February.

There has been a lot of press coverage regarding NR19 in Dereham. A Dereham task force has been set up, which will include partnerships with the police, Breckland Council and other agencies to tackle problems that have arisen. The leader has written to other Norfolk authorities and asked them not to use NR19 for temporary accommodation, so far 3 have said they will cease to use it. Breckland has never put families into NR19. Wrap around care with weekly visits are made to any person that has been put in there by Breckland and moved on as quickly as possible to more suitable accommodation. This being said it is agreed that we need to do more. I have forwarded a briefing note regarding this with more information.

Report of Cllr P Bate (Breckland Council)

At the council meeting on the 4th December, there was a written question about the progress being made with town car parks. Watton town council have selected the option to take over the town car parks at undervalue. Before this can be done some legal work needs to be done to make it possible.

A question was asked about the recently announced two-year delay in the election of the Norfolk/Suffolk mayor. What is Breckland's response? There is no response yet, but in general Breckland are unhappy about the delay.

This was a short meeting with a small agenda and little more of note. Most of the meeting was taken up with discussion about the use of a hotel in Dereham who was being housed and who was responsible for these people and the inspection of the premises.

All Council meetings are recorded and put on You Tube.

Community Hub Report

Bookings Payable hours and Community Hours

	Aug	Sept	Oct	Nov	Dec
Total Paid Hours	99	100	102	137	75 tbc
Total Community Hours	19	20	24	25	27

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 are going back to find another solution. No update this month

We have had some vandalism at the hub with part of the bench outside needing to be replaced, this has been reported to the police. I have met with the police and give them a statement.

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.

November has seen the erection the poppy cascade at the hub and the decoration of the memorial with poppy bunting. We also working on decorating small wooden crosses to add to the memorials 100 crosses to be laid on Sunday the 9th of November 2025. The event was well attended with people coming back to the hub for refreshments. We have had many positive comments while people have been passing the memorials. A big thank you must go out to the hub committee for organising the event.

The magazine has been well received by people using the Hub and we have had good feedback everyone was looking forward to another issue. The hub is encouraging people to take up the advertising to promote their business.

Pam Arrowsmith