

## **Minutes of a meeting of Carbrooke Parish Council held in the Community Hub on 10 March 2026**

**Councillors present:** N Defew (Chair), J Borrett, L Brazell, W Leport, L Poole, G Redfern.

**In attendance:-** N Hartley (Parish Clerk), Cllrs H Crane and P Bate (Breckland Council), P Arrowsmith (Manager of the Community Hub), one member of the public.

### **Public Participation**

It was noted that the new benches had been delivered to the Hub.

### **1 Apologies for Absence**

Apologies were received from Cllr Page, who was working.

### **2 Declarations of Interest**

None.

### **3 Minutes**

It was **RESOLVED** to approve and sign the minutes of the meeting held on 10 February 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, £822.20

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

N Hartley, reimbursement of expenses, £247.25

N Hartley, reimbursement of cost of office supplies, £72.95

N Hartley, reimbursement of the Council's subscription to Wix, £142.06

Collective Community Planning Ltd, project inception & meeting re Neighbourhood Plan, £720

AJ Balls, cut willow at back of Village Hall car park, £500

Norfolk Parish Training, online attendance at spring seminar, £14.40

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

Top Garden Services, hedge cutting Washington Drive, £168  
Top Garden Services, cutting next to propeller war memorial, £108  
Top Garden Services, tree work from Tree Survey, £8,520  
Justin Steward Clearance Ltd, clear flytips in Anson Way woods, £80

6.3 The Council noted receipt of the following payments:-

Carbrooke Parish Council (Hub account), payment for manager's Paye, £248.60  
Breckland Council, grant toward Neighbourhood Plan, £5,000  
R Poole, cash payment from Harridge for Carbrooke magazine advert, £50  
R Poole, cash received as donation to Carbrooke magazine, £30  
Carbrooke Village Hall, payment for Carbrooke magazine advert, £100

## **7 Planning**

7.1 Mill House, Mill Lane  
Retrospective application temporary residential mobile home (3 years)

PL/2026/0250/FMIN

It was **RESOLVED** to respond that the Council noted the application.

## **8 Appointment of an internal auditor**

It was **RESOLVED** to appoint SCS Accounting.

## **9 Review of Council policies**

The Council reviewed its Internal Control and Risk Management policies with one addition to the Internal Control policy. It was **RESOLVED** to approve the policies.

## **10 Hub Manager's Report**

A copy of the report is attached to the minutes.

## **11 Hub Finance Report**

A copy of the report is attached to the minutes.

## **12 Sign for the orchard at Blenheim Grange**

Cllr Redfern noted that someone had cut the newly planted trees in the Community Orchard. He suggested a sign be installed stating that the trees are maintained by a professional gardener. It was **RESOLVED** to purchase and install a sign, wording to be agreed by the Hub Committee.

### **13 Responsibility for an additional piece of land at Blenheim Grange (Lancaster Avenue)**

This was carried forward to the next meeting as a reply had not been received from the consortium.

### **14 Request for a litter bin at the Flying Fish entrance to Ash Tree estate**

Cllr Brazell had been approached by the manager of the Ash Tree estate requesting a litter bin at the entrance to the estate next to the bus stop. It was **RESOLVED** to agree to install a bin, subject to approval from Norfolk County Council and Breckland Council.

### **15 Grant application from Carbrooke PCC**

The Council considered a grant for £1,500 to cut the grass in Carbrooke churchyard. It was **RESOLVED** to make a grant of £1,500.

### **16 Maintenance of the Village Hall car park**

The Council had levelled the shingle in the car park. Councillors said it looked more compacted and that it was a lot quieter.

Cllr Defew asked if a business could be a sign on the Village Hall fence. Councillors felt this would set a precedent and declined the request.

### **17 Neighbourhood Plan**

Cllr Poole noted the steering group had met Louise Cornell and that she had prepared a questionnaire, which members of the group had approved. Cllr Poole said the proposal was to distribute a link to the questionnaire in the Carbrooke magazine. The magazine will be distributed to every household.

### **18 Community Award**

The Council had received two nominations for its Community Award. It was **RESOLVED** to make the award to Laura Fox, for her work with Stay and Play and to David for his litter picking.

### **19 Representatives' reports**

The Village Hall had held a successful quiz night. The Carbrooke magazine was going well.

### **20 Items for Next Agenda**

Improvements to the bus stops near the Flying Fish.

### **21 Next Meetings**

The next meetings will be at 6pm (Annual Meeting) and 7pm (Parish Council meeting) in the Village Hall on April 14.

The meeting was closed at 7.45pm.

Signed ..... Chair

Date .....

## **District Councillor's Report (Cllr Bate)**

At the meeting on the 23rd of February the council set the budget and the council tax for the following year.

The executive member for finance set out the budget for the next year which would need an increase in council tax of £4.95 depending on your property type.

Labour proposed an amendment to bring in a second homes tax a year early; there are 502 second homes which could be taxed or sold on by owners to provide much needed accommodation for local people. The ruling party said that a second home tax would be iniquitous, grossly unfair and morally wrong, the amendment was voted down.

Reform proposed that the council tax rise should not happen and that reserves are available to cover this. They boasted that the councils they run are efficient and do not need to raise taxes, which does seem like a fantasy. Most Reform councils have raised council taxes to the maximum, many are in financial trouble, possibly because their councillors are relatively inexperienced. This should change with their influx of ex conservative councillors. The amendment was voted down the budget passed along with the council tax increase.

A question was asked whether there would be more money for the armed forces covenant. The answer was yes; there would be.

A question was asked about Otterwood farm, but there are no updates at present.

A further question was asked about Breckland Bridge, the write off, of half £1,000,000 and the redactions in the paperwork. LGR was blamed, I got the impression that the asked for information would not be shared, but, hopefully I'm wrong.

## **District Councillor's Report (Cllr Crane)**

Council Tax and Budget-At full Council on 23<sup>rd</sup> February 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. We will also be able to continue with our inspiring communities grant funding.

The new food waste collection service which was due to be phased in from June this year will now be in the Autumn. There will be more information nearer the time.

Local Plan-Public consultation took place from October to December. Comments received from both statutory consultees and other consultees are available on the website. Residents comments are currently being processed and will be published as soon as possible.

We are still awaiting confirmation from Government on whether there will be 1, 2 or 3 unitary councils for Norfolk. Despite the leader of Norfolk County Council saying LGR is off, this is not the case as

Government will decide. This is something brought about by Government and as a local council we have no control over that decision.

## Community Hub Report

### Bookings Payable hours and Community Hours

	Jan	Feb	March
Total Paid Hours	91	100	114
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 attended 9<sup>th</sup> February no solution found I am waiting to hear from Spartec.

We have Sue Janet and me volunteered to supported the nursing home to raise funds for a large ipad for the residence to use this will cost £3000+. We were able to help with refreshments on their craft day.

A new beginners Fitsteps group starts in March so anyone who is looking to start dancing it starts 7<sup>th</sup> March 9am.

Pam Arrowsmith