

Minutes of a meeting of Carbrooke Parish Council held in the Community Hub on 14 October 2025

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

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

Public Participation

Cllr Borrett said she had been told by a member of the public how pleased residents were with the Council's work to clear the front of Blenheim Grange.

1 Apologies for Absence

Apologies were received from Cllr Jones, who had a prior engagement, and from Cllr Bowes (Norfolk County Council).

2 Declarations of Interest

Cllr Borrett declared an interest in the planning application for Willow Corner as she is a neighbouring property owner.

3 Minutes

It was **RESOLVED** to approve and sign the minutes of the meeting held on 9 September 2025. The Chair signed the minutes.

4 Matters Arising

It was noted that Norfolk County Council cuts the Summer Lane to Mill Lane footpath twice a year – in May and July. The cuts have been done for the year.

5 Report from Breckland Councillors

A copy of Cllrs Crane and Bate'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

NGF Play Ltd, works to Lancaster Avenue play area, £1,468.99

J Darby, reimbursement for purchase of daffodil bulbs, £404.91

PKF Littlejohn, audit fee, £378

Breckland Council, bin emptying at Blenheim Grange, £587.46
Mansfield Fencing, works to Hub play area and bench, £85
Fakenham Prepress Solutions, sign and posts for Christmas tree, £114
Community Heartbeat, replacement defibrillator pads and torches, £101.94
Woolleys Fencing & Landscaping Ltd, additional fencing to Village Hall frontage, £456
SCS Accounting, payroll services, £18
P Arrowsmith, reimbursement of payment to DPD to return the Hub bench, £34.63
Royal British Legion, Remembrance Day wreaths, £100

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

Marnick Landscapes Ltd, cut and clear frontage of Blenheim Grange, £350
Marnick Landscapes Ltd, cut and clear sub station footpath, £370

6.3 The Council noted the following payments received:-

Breckland Council, balance of Precept, £24,500
Carbrooke Parish Council (Hub account), payment for manager's Paye (June/July/Aug), £761
Carbrooke Parish Council (Hub account), payment for manager's Paye (Sept), £248.60
Unity Trust Bank, interest paid, £521.64
Barclays Bank, interest paid, £68.66

6.4 The Council received a report of actual to budgeted expenditure.

6.5 The Hub's Internal Control Officer reported that he had carried out the checks of the finances and that everything was in order.

6.6 The Council noted the completion of the external audit. PKF Littlejohn noted the following:-

The smaller authority has disclosed that it made proper provision during the year 2024/25 for the exercise of public rights, by answering 'Yes' to Section 1, Assertion 4. However, as was reported last year, we are aware that it failed to do this and therefore should have answered 'No' to this Assertion. It has also disclosed that it took appropriate action on all matters raised in reports from internal and external audit, by answering 'Yes' to Section 1, Assertion 7, which, on the basis of the above, is not correct.

7 Planning

7.1 Application withdrawn:-

Skillplane Ltd, land south of B1108
Proposed temporary aggregate recycling facility

7.2 The Council considered the following applications and made the following decisions:-

3 Willow Corner

PL/2025/1338/HOU

Front extension to detached bungalow and rebuild garden room with tiled pitched roof

It was **RESOLVED** that the Council had no objection to the application.

Land to the rear of the Raj (formerly the Flying Fish) Norwich Road PL/2025/1340/OMAJ
Outline application with all matters reserved except for access for new commercial buildings

It was **RESOLVED** that the Council had no objection to the application.

Quarter Barns, Norwich Road PL/2025/0623/OMIN
Outline application for one new dwelling with garage

It was **RESOLVED** that the Council had no objection to the application.

2 Cranwell Road PL/2025/1460/HOU
Demolition of single storey extension and erection of two storey extension to be used as annexe accommodation

It was **RESOLVED** that the Council did not support this application. The Council noted this proposal is fundamentally the same proposal under a different name as a previous application. The Council reiterated its comments made in September that the proposed property was too large for the site and location, and too cramped.

8 Hub's Manager's Report

A copy of the report is attached to the minutes. In addition it was noted that the Memorial bench bought for the Hub had been returned as it was not fit for purpose. The Council will discuss an alternative at its next meeting.

9 Hub Finance Report

A copy of the report is attached to the minutes.

10 Publication of draft minutes on the Council's website

It was **RESOLVED** to publish the Council's draft minutes on its website after Council meetings so that these are available to residents in advance of the next meeting. The draft minutes will be sent to councillors before being put on the website.

11 The Council's response to the introduction of 20mph speed limit zone Blenheim Grange

It was **RESOLVED** to support the introduction of a 20 mph speed limit on Adland Road, Anson Way, Beverley Close (part), Canberra Road, Fortress Road (part), Lancaster Avenue (part), Liberator Close (part), Marauder Road, Stirling Road, Sunderland Close, Washington Drive (part), Wellington Road and York Close.

12 Proposal to resurface the footpath on Lancaster Avenue playing field

The Council considered a proposal to resurface the footpath on Lancaster Avenue playing field. It was **RESOLVED** that no action was required at present.

13 Appointment of a contractor to cut the grass at Blenheim Grange 2026

The Council considered quotes re the appointment of a contractor to cut the grass at Blenheim Grange 2026. It was **RESOLVED** to appoint Marnick Landscapes Ltd.

14 Appointment of a contractor to maintain the hedges and flower beds at Blenheim Grange 2026

The Council considered quotes re the appointment of a contractor to maintain the hedges and flower beds at Blenheim Grange 2026. It was **RESOLVED** to appoint Marnick Landscapes Ltd.

15 Council's Community Award

The Council considered a proposal to change the date of the Council's Community Award. It was **RESOLVED** this was not necessary.

16 Parish Partnership Scheme

Cllr Leport put forward a proposal for Drury Lane. It was **RESOLVED** to consider this and any other proposals at the November meeting.

17 Neighbourhood Plan

The working group had met and agreed policies to take forward. The group has set a date to meet consultants with a view to appointing a consultant to help with the Plan.

18 Request for a donation to East Anglian Air Ambulance

The Council considered a request from East Anglian Air Ambulance for a donation toward its running costs. It was **RESOLVED** that the Council has set a precedent that it would not make donations to charities and would therefore not make a donation.

19 Tree in Village Hall Car Park

Cllr Brazell noted movement in a tree on the boundary of the Village Hall car park and the Millennium Green. Cllr Defew will look into this further, but it appeared the tree was on the Green.

20 Flooding Questionnaire

It was **RESOLVED** that members of the Council would complete and return the questionnaire to Norfolk County Council.

21 Update on use of gov.uk emails

It was noted that one councillor has not yet been able to move across to the new gov.uk emails.

22 Representatives' reports

Cllr Defew said that the deadline for photographs for the 2026 Millennium Green calendar was Friday.

23 Items for inclusion on the next agenda

A replacement memorial bench for the Community Hub.

24 Next Meeting

The next meeting will be in the Community Hub on November 11 at 7pm.

The meeting was closed at 7.45pm.

Signed Chair

Date

Report of Cllr H Crane (Breckland Council)

Local Plan-Members had a briefing on Friday 3rd October. The plan is on time at present with no slippages and will come to cabinet on 20th October. The cabinet report will be published 10 days prior to cabinet and will be on the website. There will be a 6 week consultation period and processing of responses which is expected to run from 31st October until December 2025. Publication of the draft (Reg 19) consultation and processing of responses-July –September 2026. Submission to secretary of state for examination December 2026. Examination in public followed by council adoption in 2027. For interest (or not!) the plan comprises over 100,000 words and over 475 pages of planning policies, supporting text and site allocations. This is a massive piece of work and the most important document that Breckland produces. The plan sets out a strategy, vision, and planning framework for the future development of Breckland. The plan aims to establish requirements for growth and development in the district up to 2042.

The chapters of the plan will be :

- Design and sustainable development
- Housing
- Employment and economic development
- Retail and commercial development
- The environment
- Design & quality principles
- Community
- Resilient and adaptable infrastructure

Breckland Council in partnership with Sport England launches ‘Bowl for health’-targeting those aged over 40yrs who have a chronic or long term health condition or experience social isolation. This will be an 8 week programme run across Thetford, Watton and Attleborough.

RSPCA PawPrints award-Breckland has won a platinum award for stray dog services and a gold award for kennelling, alongside this a special recognition award has been given to Alan Goodall, animal licencing officer for his outstanding commitment to animal licensing in Breckland.

Report of Cllr P Bate (Breckland Council)

On 18th September a special meeting was held to discuss Breckland’s proposal for devolution.

Breckland favour a 3 unitary authority model which the drafted in conjunction with 5 other district councils. The proposal had to be completed by the 26th September, so that a decision can be made in the first quarter of 2026 and the new councils established in 2027.

The advantages of this proposal are councillors know their communities better and communities know their councillors. Services will be more localised, 50 million pounds worth of savings by the 4th year and a lower council tax rise, (there will be a rise though).

Questions were asked about the payment of the 900 million pounds worth of debt that would need to be divided amongst the new councils. The feeling was that this would be divided per capita as has happened in similar situations.

NCC favour a single unitary model. This is the cheapest option, but councillors would be remote from the people, and it would be very Norwich centric.

All the Breckland councillors voted for the 3 unitary model except for just one vote. Personally, I think this is the one that is most likely to be adopted.

At the council meeting on October 17th. Reform criticised the quality of the written answers they had been given for questions on notice. They said they were waffly nonanswers that avoided the questions. | Having read them that does seem to be the case.

The independent group asked about the nature of the development of the Abbey Farm estate. Which seems to be poorly planned and very hard on its residents. The answer was that if the plans are not approved the council would have to find another way of building on the estate.

A question was asked about the transfer of car parks to the local towns and how this could be done to continue with free parking in Watton. Still work in progress is the answer.

Reform asked about the amount of money spent rehoming Afghans compared to the amount of money on ex-servicemen. Which was an odd question and a strange comparison. More mischief making.

Reform brought a motion against the climate change emergency declaration. They are blaming Breckland's policy on climate change as the reason we have large solar farm developments seeking permission from the government. Their motion was anti science and blames a position taken by Breckland in 2019 as the reason the government are encouraging solar farms now. The independent groups statement by councillor Atterwill was well done and says all that needs to be said.

The motion was voted down, and the reform group were ridiculed by all the other parties.

Community Hub Report

Bookings Payable hours and Community Hours

	Aug	Sept	Oct	Nov
Total Paid Hours	99	100	102TBC	
Total Community Hours	19	20	30 TBC	

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.

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.

Depending on the committee approval It is hoped to be part of My Health Corner Initiative which is a community-based project that provides free accessible health and wellbeing information. I have met with Flo from Watton Medical practice and are happy having the heath corner in the foyer of the Hub.

The New Bench for the hub has been returned as it was felt that it was not strong enough for the public to use it was more suitable for a family garden. If another bench could be purchased, please could it be a Wooden bench the same as the millennium green.

November will see the erection the poppy cascade at the hub and the decoration of the memorial with poppy bunting. We are also working on decorating small wooden crosses to add to the memorials we have 45 so far it is hoped to reach 100.

The daffodil planting has started with the bulbs being planted at the Hub and around the memorials. More planting will take place over the next few weeks.

The magazine has been well received by people using the Hub and we have had good feedback.

Pam Arrowsmith