



Mattishall Parish Council

Meeting Agenda (published 27 March 2024)

Date: Monday 8 April 2024

Time: 7 – 9.30pm

Place: South Green Park Enterprise centre, Mattishall NR20 3JY

Councillors are summoned to attend the next meeting of the Parish Council. The Public are most welcome to attend.

Anita Rose, Parish Clerk

1. To receive apologies for absence
2. To receive declarations of interest in items on the agenda and consider any requests for dispensations
3. To approve the minutes of the meeting held on 4 March 2024
4. To report progress on items not on the agenda from the last meeting (Clerk's Report)
5. Open forum for Public Participation: an opportunity to hear from members of the public and Breckland District Councillors
6. Finance
 - 6.1. To agree the list of payments
 - 6.2. To review the asset register
7. Planning
 - 7.1. To receive results of applications
3PN/2023/0035/UC: Richards Hairdressers Church Plain, Application to determine if prior approval is required for a proposed change of use from Commercial, Business and Service (use class E) to dwelling houses (use class C3) for second floor of the property only – **REFUSED**

TRE/2024/0062/TCA: Kandri House, Mill Street; T4 Cherry – remove as tree has died and is leaning towards neighbouring property – **No Objection**

3PL/2024/0028/A: 41 South Green; proposed 2 x sales signage flags and 2 x advertising boards - **APPROVED**
 - 7.2. To receive recommendations from the planning and monitoring group on current applications (see at the bottom of agenda)
 - 7.3. To receive an update on the Neighbourhood Plan

- 7.4. To receive an update on the land transfer documents of the Open Space Land on Dereham Road.
- 7.5. To receive a progress report on development site at Bayfield Homes
- 8. To confirm the official name for the Community Woodland 'The Mattishall Coronation Community Woodland'
- 9. To discuss the installation of the two new bus stops on Dereham Road and to acknowledge Highways confirmation in taken full responsibility of the bus shelters and for any future maintenance
- 10. Open Spaces
 - 10.1. To note the Open Spaces Working Group report
 - 10.2. To consider the proposal to clarify the relationship between the Allotment Association and the Parish Council, to clarify the financial management and control of the allotments
 - 10.3. To review the allotment tenancy agreement
 - 10.4. To consider the proposal of a secondary standpipe installation and to review the quotations received
 - 10.5. To consider installing safe surfacing (rubber mulch product or similar) to the play area and review quotations received
- 11. To review quotations for the bespoke framework and installation of the Village Map
- 12. To receive an update on the gov.uk email and website
- 13. To receive an update on the Youth Club provision
- 14. Events
 - 14.1. To receive an update on Mattishall D-Day event (Sunday 9 June)
 - 14.2. To receive an update on the proposal of planting a Christmas tree on the Village Green.
- 15. Correspondence and reports (information only)
 - 15.1. SAM2
 - 15.2. Flooding
 - 15.3. Norwich Western Link
- 16. To receive items for the next meeting agenda

New planning applications to agree comments (item 7.2)

3PL/2024/0164/f	Little Footsteps of Mattishall, Dereham Road	Erection of purpose built portacabin to increase childcare facilities
3PL/2024/0153/F	Willow Lodge Annexe, New Lane	Change of use of annexe to residential dwelling