



Mattishall Parish Council

Meeting Agenda (published 29 October 2024)

Date: Monday 4 November 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 7 October 2024
4. To approve the minutes of the extraordinary meeting held on 24 October 2024
5. To report progress on items not on the agenda from the last meeting (Clerk's Report)
6. Open forum for Public Participation: an opportunity to hear from members of the public and Breckland District Councillors
7. YMCA
 - 7.1. To discuss the future of the Mattishall Youth Club
 - 7.2. To receive attendance numbers for October for both the junior and senior sessions run by the YMCA
 - 7.3. To discuss underspend amount of £346.00.
8. Finance
 - 8.1. To review Burial fees
 - 8.2. To review and discuss the 1st draft budget 2025/26
 - 8.3. To agree the list of payments
 - 8.4. To appoint an Internal Auditor to carry out audit of accounts for 2024/25
9. Planning
 - 9.1. To receive results of applications
3PL/2024/0676/HOU: 6 Cherry Tree Close; single storey front extension– **APPROVED**

3PL/2024/0641/HOU: 32 Dereham Road; proposed conversion of existing garage to form residential annex for family - **APPROVED**

- 9.2. To receive recommendations from the planning and monitoring group on current applications (see at the bottom of agenda)
- 9.3. To receive an update on the Neighbourhood Plan review
- 9.4. To receive a progress report on development site at Bayfield Homes

10. Open Spaces

- 10.1. To receive the Open Spaces Working Group report
- 10.2. To receive an update on the litter pick (held 20 October)
- 10.3. To receive an update from the Mattishall Wild and Wood Committee and to approve the budget 2024/25 for the first season planting
- 10.4. To review the handyman / gardener contract for 2025/26
- 10.5. To review quotations and to appoint contractor to carry out 2025 grass maintenance

11. To consider subscribing to Parish Online maps

12. To receive an update from the Allotment Society

13. Highways

- 13.1. To receive an update on the 20mph reduction scheme at Norwich Road, Burgh Lane, Dereham Road, Mill Street (legal processes are underway)
- 13.2. To receive an update on the area located at Cedar Rise / Dereham Road
- 13.3. To consider applying for gateway signs at Norwich Road under the Parish Partnership scheme 2025/26

14. To discuss and to consider commenting on the consultation of allowing remote and hybrid attendance and proxy voting at local authority meetings in England (consultation from 24 October 24 to 19 December 24)

15. Events

- 15.1. Remembrance Sunday (10 November)
- 15.2. Christmas event (1 December)
- 15.3. Christmas hampers

16. Correspondence and reports (information only)

- 16.1. SAM2 (September data)
- 16.2. Flooding
- 16.3. Local Liaison Group (A47 East Tuddenham and Norwich Weston Link)

17. To agree meeting dates for the first half of 2025

18. To receive items for the next meeting agenda

19. To pass a resolution (under the Public Admission to Meeting Act 1960) to exclude members of the public and press for the following confidential items:

- 19.1. To note the Local Government services pay agreement 2024 and agree the backdated pay owed to the Clerk from April 2024
- 19.2. To discuss the annual pay review for the Clerk

New planning applications to agree comments (item 9.2)

PL/2024/0754/HOU	Maroondah, 66 Dereham Road	Proposed garage conversion, single storey front extension, single storey rear extension, first floor dormer extension and associated alterations and replacement claddings
------------------	-------------------------------	--