



Mattishall Parish Council

Meeting Agenda (published 1 July 2025)

Date: Monday 7 July 2025

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 2 June 2025
4. Councillor Vacancy
5. To consider asking Breckland District Council to carry out a Community Governance Review to increase Mattishall Councillor seats from 9 to 11.
6. To report progress on items not on the agenda from the last meeting (Clerk's Report)
7. Open forum for Public Participation: an opportunity to hear from members of the public and County and Breckland District Councillors
8. Finance
 - 8.1. To agree the 1st quarter finances
 - 8.2. To agree attendees to Norfolk Parish Training & Support Autumn Seminar
 - 8.3. To agree the list of payments
9. Planning
 - 9.1. To receive results of applications
 - 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 Breckland District Council 'call for sites'
 - 9.4. To receive an update on the Neighbourhood Plan
 - 9.5. To receive a sale progress update for the development site at Bayfield Homes
10. To receive an update on Local Government Reform

11. Open Spaces

- 11.1. To note the Open Spaces Working Group report
- 11.2. To receive an update on All Saints Mattishall Churchyard wall
- 11.3. To receive an update on the Litter Picking event held on 22 June and review any future litter picks

12. Wild and Wood Committee

- 12.1. To receive the notes from the last Committee Meeting
- 12.2. To receive an update on the Committee Accounts
- 12.3. To receive an update on the Wildflower Meadow
- 12.4. To receive an update on the grass cutting regime including the enclosed Community Orchard

13. To agree the following policies:

- 13.1. Reserves Policy
- 13.2. Co-option Policy and application form
- 13.3. IT Policy
- 13.4. Open Spaces Policy
- 13.5. Financial Regulations
- 13.6. Bad Debt Policy
- 13.7. General Risk Assessment

14. Barlow Charity

- 14.1. To receive a report to clarify responsibilities and address outstanding questions regarding the constitution
- 14.2. To agree to advertise for additional Trustees with housing & insurance knowledge

15. Allotments

- 15.1. To receive an update on the Tenancy Agreement
- 15.2. To receive an update on the new gate installation at the Kingfishers Allotment site

16. YMCA

- 16.1. To receive an update on the letter sent to Director of Children's Services at Norfolk County Council
- 16.2. To receive attendance numbers for June

17. Highways

- 17.1. To receive an update on the 20mph speed limit extension at Norwich Road, Burgh Lane, Mill Street

18. Correspondence and reports (information only)

- 18.1. SAM2, including data for May and June
- 18.2. A47/ Norwich Western Link

19. To receive items for the next meeting agenda

20. 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:

20.1. Clerk's appraisal

New planning applications to agree comments (item 8.2)

PL/2025/0839/VAR	Bluebell Barn, Stone Road	VAR Application for removal or variation of a condition following a grant of planning permission
PL/2025/0846/FMIN	Gate House, 145a Dereham Road	Proposed conversion of building to residential including extension, internal and external alterations (self build)
PL/2025/0821/HOU	Ivy Barn, Welgate	Replacement of existing car port / garage with new car port / garage with office space on first floor