



Mattishall Parish Council

Meeting Agenda (published 30 September 2025)

Date: Monday 6 October 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 1 September 2025
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 County and Breckland District Councillors
6. Finance
 - 6.1. To receive a summary of the Council's finances for the 2nd quarter
 - 6.2. To consider the grant application received from Mattishall Parochial Church Council
 - 6.3. To agree the list of payments
7. Planning
 - 7.1. To receive results of applications
PL/2025/1124/TRE: Kensington House, 110 Dereham Road; G2; 3 x lime trees and 1 x chestnut. Reduce all 4 tree's limbs low hanging towards the road (Northeast aspect) back by approx 3-4m to clear road (Dereham Road) for trucks and buses and to reduce weight to help prevent failure. Crown raise all trees to approx. 4-5m to allow traffic to clearly see up and down the road. Conservation group G3; 4 x lime trees and 1 x scots pine. Reduce all 5 tree limbs low hanging towards the road (Northeast aspect) back by approx. 3-4m to clear road (Dereham Road) for trucks and buses and to reduce weight to help prevent failure. Crown raise all trees to approx. 4-5 m to allow traffic to clearly see up and down the road – **APPROVED**

PL/2025/1019/HOU: Orchard Cottage, Stone Road; First floor rear extension including balcony – **GRANTED WITH CONDITIONS**

PL/2025/0993/FMIN: The former United Reformed Church Hall, Welgate; Application for the change of use of land to provide off-street parking for visitors to the pre-existing Welgate Church – **GRANTED WITH CONDITIONS**

PL/2025/0846/FMIN: Gate House, 145a Dereham Road; Proposed conversion of building to residential including extension, internal and external alterations (self build) - **REFUSED**

- 7.2. To receive recommendations from the planning and monitoring group on current applications (see at the bottom of agenda)
 - 7.3. To review the proposed letter to Breckland District Council, reflecting the Parish Council's position on use of the Neighbourhood Plan
 - 7.4. To receive a sale progress update for the development site at Bayfield Homes
8. To receive an update on Local Government Reform
9. To discuss the correspondence received from Anglian Water following an Information Request on Mattishall's current foul water capacity and infrastructure
10. To review the following Policies.
 - 10.1. Equality Policy
 - 10.2. Freedom of Information policy
 - 10.3. Grant Award Policy
 - 10.4. Standing Orders
11. Highways
 - 11.1. To receive an update on the 20mph speed limit extension at Norwich Road, Burgh Lane and Mill Street
 - 11.2. To consider applying for the 2026-27 Parish Partnership Scheme
 - 11.3. To receive a condition report from the Clerk regarding the two new bus shelters on Dereham Road and to discuss Norfolk County Council's proposal for the Parish Council to take ownership
12. Open Spaces
 - 12.1. To note the Open Spaces Working Group report
 - 12.2. To review the quotations received from Chartered Surveyors to provide a detailed surveyors report of All Saints Mattishall Churchyard wall
 - 12.3. To receive an update on the dog bin allocation at Kingfishers
13. Wild and Wood Committee
 - 13.1. To note the recent committee minutes from the Wild and Wood Committee
 - 13.2. To receive an update on expenditure year to date and to review the draft budget for 2026/27
14. Events
 - 14.1. To receive an update on Remembrance Sunday (Sunday 9th November)
 - 14.2. To receive an update and proposed plan for Mattishall's Christmas Light Celebration (Sunday 7th December)
15. YMCA
 - 15.1. To receive an update regarding funding opportunities
 - 15.2. To receive attendance numbers for September

16. Correspondence and reports (information only)

- 16.1. SAM2 data for September
- 16.2. A47/ Norwich Western Link
- 16.3. Norfolk Constabulary – Operation Radium Trigger Plan

17. To receive items for the next meeting agenda

18. 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:

- 18.1. Legal Matter
- 18.2. To designate two Councillors to undertake the annual salary review for the Clerk

New planning applications to agree comments (item 7.2)

PL/2025/1288/HOU	Willow Pool Cottage, 24 Cedar Rise	Single storey extension attached to the East side of the following dwelling without separate access
PL/2025/1192/HOU	32 Dereham Road	Timber-framed car port to front of property