



Mattishall Parish Council

Annual Meeting Agenda (published 5 May 2026)

Date: Monday 11 May 2026

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 elect the Chair for the coming year
2. To elect the Vice-Chair for the coming year
3. To receive apologies for absence
4. To receive declarations of interest in items on the agenda and consider any requests for dispensations
5. To approve the minutes of the meeting held on 20 April 2026
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 list of payments
 - 8.2. To review and accept the insurance renewal quotation (under 3-year FRA) proposed by Clear Group Ltd
 - 8.3. To agree and sign the YMCA Service Level Agreement
9. To agree the appointment of Councillors for the following:
 - 9.1. Wild and Wood Committee
 - 9.2. Staffing Committee and to agree terms of reference
 - 9.3. Planning and Monitoring Working Group
 - 9.4. Open Spaces Working Group
 - 9.5. Policies and Procedures Working Group
 - 9.6. Flooding Group
 - 9.7. YMCA representative
 - 9.8. Local Liaison Group representative for the Norwich Western Link / A47 meetings
 - 9.9. Mattishall Memorial and Playing Field Committee representative
 - 9.10. Allotment Society representative

10. Planning
 - 10.1. To receive results of applications
 - 10.2. To receive recommendations from the planning and monitoring group on current applications (see at the bottom of agenda)
 - 10.3. To receive an update on Breckland Council's Local Plan
11. To receive an update on Local Government Reform
12. To receive an update from the OSWG
13. To receive an update from Mattishall Memorial Hall & Playing Fields Committee
14. To receive an update from the Allotment Society meeting held on Wednesday 6 May and to approve the final version of the tenancy agreement between the Parish Council and the Allotment Society
15. YMCA
 - 15.1. To receive attendance numbers for April
 - 15.2. To receive reports, provided by YMCA
16. Correspondence and reports (information only)
 - 16.1. SAM2 update
 - 16.2. Local Liaison Group Update (A47 / Western Link)
17. To agree dates for the next 6 meetings
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. Legal Matter

New planning applications to agree comments (item 10.2)

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| PL/2026/0402/HOU | Ivy Barn, Welgate | Replacement of existing car port/garage with new car port/garage with ancillary accommodation on first floor and increase in roof height – amended scheme |
| PL/2026/0358/PIP | Land to the East of 68 Dereham Road | Permission in principle for 1no. self build dwelling |
| PL/2026/0591/VAR | 45 Dereham Road | Variation of Condition 2 on 3PL/2023/0692/HOU - to change gable lower window to a pair of doors |