



Mattishall Parish Council

Meeting Agenda (published 22 May 2026)

Date: Monday 1 June 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 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 11 May 2026
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 confirm completion of the review of effectiveness of internal controls and completion of checks for the 4th quarter by the Internal Control Officer
 - 6.2. To receive the Internal Auditor's report and consider his recommendations
 - 6.3. To approve 2025-26 Annual Governance Statement
 - 6.4. To approve 2025-26 Statement of Accounts
 - 6.5. To consider bank signatories
 - 6.6. To appoint a Councillor as Internal Control Officer for the coming year
 - 6.7. To agree the list of payments
 - 6.8. To review quotations received for cyber insurance cover
7. Planning
 - 7.1. To receive results of applications
PL/2026/0170/FMIN: Kensington Lodge Farm, Dereham Road; change of use of stable / tac room to create additional accommodation for existing dwelling –
Granted with conditions
 - 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 Breckland Council's Local Plan
8. To receive an update on Local Government Reform

9. Staffing Committee
 - 9.1. To agree committee members
 - 9.2. To agree the Terms of Reference
 - 9.3. To agree a date to carry out the Clerk's annual appraisal

10. To consider a resident's request for Parish Council support for an application to incorporate an area of public highway hardstanding into the driveway at 1 Mill Close. The resident has already received support from Highways and neighbouring residents

11. To receive an update from the OSWG

12. To receive an update from the Wild and Wood Committee

13. To receive an update from Mattishall Memorial Hall & Playing Field Committee

14. To review and agree the Allotment Tenancy Agreement

15. Events
 - 15.1. To discuss this year's Mattishall Christmas Celebration lighting

16. YMCA
 - 16.1. To receive attendance numbers for May
 - 16.2. To receive reports, provided by YMCA
 - 16.3. To receive an update regarding Funding for the Youth Club

17. Correspondence and reports (information only)
 - 17.1. SAM2 update
 - 17.2. Local Liaison Group Update (A47 / Western Link)

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)

PL/2026/0626/FMIN	32 Crosskeys Way	Change of use of garage shed to small scale dog grooming business. No external alternations or signage. Appointment only; weekdays with limited Saturdays; no Sundays / public holidays. Sole operator, low activity up to 5 dogs per day, no material traffic impact. Off-street parking provided
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