Mattishall Parish Council

Meeting Agenda (published 27 October 2026)
Date: Monday 2 November 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

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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 consider co-option of a Parish Councillor

4. To approve the minutes of the meeting held on 5 October 2026

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 County and Breckland District Councillors

7. Finance
   7.1. To review the cemetery fees for 2027
   7.2. To receive the first draft of the budget for 2027/28
   7.3. To appoint an Internal Auditor to carry out audit of accounts for 2026/27
   7.4. To agree the list of payments

8. Planning
   8.1. To receive results of applications
   PL/2026/1361/CLOPUD: Orwell Cottage, Norwich Road; Certificate of proposed development to remove the existing front door and infill the doorway using matching Norfolk red brick to complement the existing brickwork of the house. The new brickwork will be slightly recessed to indicate the position of the original doorway – schedule 1- **Granted with conditions**.
   8.2. To receive recommendations from the planning and monitoring group on current applications (see at the bottom of agenda)
   8.3. To receive an update to Regulation 19 of Breckland Council's Local Plan

9. County Council matters
   9.1. Highways update regarding signage at Burgh Lane / Norwich Road junction (updated in clerk report for this month)

9.2. To review the quotation presented by Highways regarding the painted keep clear box at Church Plain, reviewed under the Parish Partnership Scheme

10. To receive an update on the Community Governance Review

11. To review the Dignity at Work policy

12. Open Spaces Working Group (OSWG)
    12.1. To receive an update from the OSWG
    12.2. To receive an update on the cemetery tree issue affecting two plots reserved before the tree became established
    12.3. To consider the request to install a new gate to Kingfishers Allotments
    12.4. To discuss a "Have a go" scything training day for volunteers at a cost of £150

13. To receive an update on the Barlow Charity

14. To receive an update on the potential challenges of extending the Cemetery, should the Council pursue this option

15. Events
    15.1. To discuss Remembrance Sunday (8 November)
    15.2. To discuss Mattishall Christmas Celebration lighting (6 December)
    15.3. To discuss this year's Christmas Hampers

16. YMCA
    16.1. To receive attendance numbers for October
    16.2. To receive reports, provided by YMCA

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

18. To agree the meeting dates for the first half of 2027

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 item:
    20.1. Staff matter

New planning applications to agree comments (item 9.2)

PL/2026/1384/FMIN	Grain Barn, 145C Dereham Road	Change of use of former agricultural hardstanding to residential curtilage. Retention of 1.8m high timber fencing. Proposed outbuilding / store – retrospective – schedule 1