



Mattishall Parish Council

Meeting Agenda (published 29 May 2019)

Date: Monday 3 June 2019

Time: 7 - 9.30 pm

Place: Memorial Hall, South Green, Mattishall NR20 3JY

Mattishall Parish Council welcomes the public and press to its meetings. The public and press are able to address the Council during the Public Participation session. The law does not permit members of the public and press to take part in the debates.

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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 approve the minutes of the meeting held on 7 May 2019 and review the Annual Parish Meeting minutes for accuracy
- 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
- 6 Speaker: Toni Catt, Locality Manager at Norfolk County Council Library/Information Service
- 7 Planning matters
 - 7.1 To receive results of applications
 - 7.2 To receive report and consider recommendations from the Neighbourhood Plan delivery and monitoring group on new planning applications - see list on page 2
- 8 To receive updates from council members (for information only)
 - 8.1 Update on A47 dualling
 - 8.2 Update on SAM2 (speed awareness messaging sign)
 - 8.3 Update on the youth club
 - 8.4 Update on visit to the Norfolk Record Office by Clerk and Mrs Smith
- 9 To discuss issue of footballs hitting cars at Old School Green due to children playing football
- 10 To discuss the preparations for Norfolk Day and agree an event budget

- 11 To discuss email received regarding Mattishall's public rights of way (refer to 17.1)
- 12 To discuss a proposal for the Probation Service undertake maintenance work at the cemetery
- 13 Trees and hedges
 - 13.1 To discuss the tree preservation orders proposed for the primary school
 - 13.2 To discuss how to address hedges overgrowing pavements
- 14 Finance
 - 14.1 To receive the Internal Auditor's report and consider recommendations
 - 14.2 To approve the Annual Governance Statement in the 2018-19 Annual Governance Annual Return (AGAR)
 - 14.3 To approve the Statement of Accounts in the 2018-19 AGAR
 - 14.4 To appoint a councillor as Internal Audit Control Officer for the coming year
 - 14.5 To consider any grant requests
 - 14.6 To approve a grant to Mattishall Cricket Club from the outdoor sport & play fund
 - 14.7 To agree renewal of insurance with Norris & Fisher (year 2 of 3-year policy)
 - 14.8 To approve chairmanship training for the Chairman and Vice-Chairman
 - 14.9 To approve the payment of accounts list
- 15 To discuss the Parish Council's social media presence
- 16 To consider the co-option of a new councillor to fill a vacancy
- 17 Correspondence
 - 17.1 Email regarding Mattishall's public rights of way and walks
 - 17.2 Norwich Western Link update
 - 17.3 Norfolk Pension Fund: Consultation on valuation cycle and management of employer risk
 - 17.4 Police newsletter
 - 17.5 Breckland Council: Update from District Councillors, BDC achievements and letter from new Leader of the Council
- 18 To receive items for the next meeting agenda (Monday 1 July 2019)

New planning applications for consideration (item 7.2)		
3PL/2019/0248/F	Feet First Clinic, 38 Dereham Road	Proposed installation of 3 windows within an existing commercial premises
3PL/2019/0375/F	Land Adjacent Four Winds, Mill Road	Erection of 3 detached dwellings and garages - Site plan amended in line with initial highways comments
3PL/2019/0530/ VAR	Walnut Tree Farm, Mill Road	Variation of condition no 12 on 3PL/2018/0861/F - Remove requirement for a passing place