



Mattishall Parish Council

Meeting Agenda (published 27th September 22)

Date: Monday 3rd October 2022

Time: 7 – 9.30 pm

Place: Poultec, 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 5th September 2022
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 Breckland District Councillors
6. Finance
 - 6.1. To approve the list of payments
 - 6.2. To receive a summary of the Council's finances for the 2nd quarter
 - 6.3. To agree a working group and meeting date and to receive items for the budget
 - 6.4. To discuss whether the Council would like to opt-out of the next round of 5- year audit appointments with Small Authorities Audit Appointments (SAAA)
 - 6.5. To review PKF Littlejohn (External Auditors) report and consider recommendations received
7. Planning matters
 - 7.1. To receive results of applications

3PL/2022/0831/HOU: Five Oaks, 68 Dereham Road; Removal of existing roof, increase pitch of roof and provide dormer to rear to form loft conversion, including velux rooflights to front – **APPROVED.**

3PL/2022/0777/HOU: Hall View Barn, 88A Dereham Road; Single storey extension to the east of the existing single storey element – **APPROVED**

TRE/2022/0173/TCA: 6 Mill Street; S1 Laurel Fell and treat stump with eco plugs (broadleaved), T1 Beech Fell and treat stump with eco plugs (broadleaved), T2 Beech Fell and treat stump with eco plugs (broadleaved) (Tree Work App CA) – **APPROVED**

3PL/2022/0220/HOU: Rimington, 93 Dereham Road; Conversion from bungalow into house with front and rear extensions and detached garage with annex above – **REFUSED**

3PL/2022/0941/HOU: West End House, 135 Dereham Road; Conversion of garage to habitable accommodation. Works include two Velux roof lights in the rear roof slope on North elevation and the replacement of roller doors within South elevation with a door and window – **APPROVED**

TRE/20220219/TPO: Mattishall Middle School, Dereham Road; TPO-2019-04 T1- TAG No (701) Ash Tree- Stem diameter 90cm, Height 25m, crown spread 15m, application to remove deadwood, suppressed and crossing branches from trees crown. T2- TAG No (702) Oak Tree- Stem diameter 90cm Height 25m crown spread 20m, application to remove all deadwood, suppressed and crossed branches from the trees crown, Raise the lower crown on the south side over the car park to allow a ground clearance of 3.5m, and to raise lower crown to the east to allow 1m of clearance over shelter. (Tree Work App TPO) - **APPROVED**

- 7.2. To receive recommendations from the Planning and Monitoring group on current applications (see list on page 2)
- 7.3. To receive an update on the Neighbourhood Local Plan review
- 7.4. To receive an update on Breckland District Council (BDC) Local Plan review
- 7.5. To receive an update on the Denbury Homes development
- 7.6. To discuss the pre-submission version of the Norfolk Minerals and Waste Local Plan (NM&WLP)
8. Open Spaces Working Group
 - 8.1. To note report from the Open Spaces Working Group
 - 8.2. To review quotations to repair the play area wall
9. Communications Working Group.
 - 9.1. To note report from the Communications Working Group
 - 9.2. To discuss the proposal of introducing a Welcome Pack (directory of local services) for newcomers to the village
 - 9.3. To review the process of circulating reports for the public
10. Anti-Social Behaviour (ASB)
 - 10.1. To review the crime reports raised in August for ASB and criminal damage
 - 10.2. To discuss the Crime Prevention Survey carried out by PC Clarke and PC Arbuthnot
 - 10.3. To discuss the Neighbourhood Watch scheme
11. YMCA
 - 11.1. To receive an update on the hire of the Memorial Hall for the Youth Club
 - 11.2. To agree the Service Level Agreement to March 2023 for the Junior Youth Club
12. To receive an update on Remembrance Sunday
13. To receive an update on Christmas Tree Lighting event
14. To agree re-appointment of trustees for a further four years for the Mattishall Burgh Charity
 - 14.1. Mrs Ruth Starling
 - 14.2. Urban Hawkins
15. Correspondence and reports (information only)

- 15.1. SAM2 report
- 15.2. Flooding issues update

16. To receive items for the next meeting agenda

17. 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:

- 17.1. To discuss the Clerk's appraisal

New planning applications to agree comments (item 7.2)

TRE/2022/0203/TPO	147 Dereham Road	T3 Beech Reduce Height from 22-24m to 19-21 meters cut back north crown from 10m to 7m, T4 As T3, T5 Cut back crown from 8m to 6m (Tree Work App TPO)
3DC/2022/0238/DOC 3PL/2022/0164/VAR	Four Winds, Mill Road	Discharge of conditions 10 and 11 on 3PL/2019/0375/F Amended Plot Design to Plots 1 and 2 (including single storey extension to rear and amended garage design/material treatment) following permission ref: 3PL/2019/0375/F, also to include variation of condition 10 working to omit 'no works above slab level shall commence on site' and to include 'no works prior to first
3OB/2022/0053/0B	Land at Cedar Rise	Discharge the planning obligation on 3PL/2015/0279/O - Confirmation of compliance with all conditions under the S106, or confirmation of which conditions are yet to be complied with (Planning Obligation)