



# Mattishall Parish Council

Meeting Agenda (published 1 July 2020)

**Date:** Monday 6 July 2020

**Time:** 7 – 9.30pm

**Place:** Video Conferencing

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Councillors are summoned to attend the next meeting of the Parish Council. The public are welcome to attend. Please contact the clerk for joining details

Meeting called by Mike Nunn, Acting Chairman

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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 1 June 2020
4. To elect chairperson to replace Terry Wilkins who has resigned since the last meeting
5. To elect vice chairperson if this position is vacant after the election of chairperson
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 Breckland District Councillors
8. Planning matters
  - 8.1. To receive results of applications
  - 8.2. To receive update on comments sent to Breckland prior to July meeting
  - 8.3. To receive report and consider recommendations from the Neighbourhood Plan delivery and monitoring group on new planning applications – see list on page 3
  - 8.4. To report on action taken on Kensington Forge planning applications 3PL/2017/1112/F & 3DC/2020/0050/DOC

9. Neighbourhood Planning and Monitoring Group
  - 9.1. To agree members of the group after Mr Wilkins resignation and the high workload this group is currently undertaking
  - 9.2. To review and agree changes to the Neighbourhood Planning and Monitoring Group policy
10. To agree amendments to working groups
  - 10.1. SNAP (Safer Neighbourhood Action Panel)
  - 10.2. Footpath councillor contact
11. To consider repairs to churchyard wooden gate (opposite chip shop) and gate posts on Dereham road
12. Risk assessments
  - 12.1. To discuss risk assessments completed by the cemetery working group on 22 June for All Saints Churchyard and Burgh Lane cemetery.
  - 12.2. To agree when risk assessments will be completed for allotments and village green
13. To agree if the VJ Day event should go ahead
14. Decide if play area is to be reopened after the ease of lockdown rules
15. To consider a request from Sports and Social Club for a donation to support reopening as lockdown eases
16. Update on preferred location of suggested new dog bin at Orchard Road/Dereham Road junction
17. Discuss request for new dog bin at Walnut Tree Farm
18. Discuss option for bidding for highways improvement as part of the Parish Partnership Scheme
19. Update on SAM2 (speed awareness messaging sign)
20. Finance
  - 20.1. To approve the payment list
  - 20.2. To review Q1 finances
  - 20.3. To discuss bank mandate
21. To agree if August meeting will go ahead
22. To review quote for tree survey and agree next steps

23. To review Diocese response to quotes for churchyard wall repair and agree next steps

24. To receive items for next meeting agenda

**New planning applications for consideration (item 8.3)**

3PL/2020/0477/HOU	34-36 The Old Stables Dereham Road	Construction of detached Cart Shed Garage with first floor storage and associated works
3PL/2020/0601/VAR	Development Site 605237 310880, Gregs Close	Variation of Condition No's 2, 10 & 11 on 3PL/2018/1409/O Please See Application Form
3PL/2020/0607/HOU	Heath Cottage, Heath Road	Proposed 2 story side extension & workshop/store