



Mattishall Parish Council

Meeting Agenda (published 3 June 2021)

Date: Tuesday 8 June 2021

Time: 7 – 9.30pm

Place: Memorial Hall, Mattishall NR20 3JY

Councillors are summoned to attend the next meeting of the Parish Council. The public are welcome to attend.

Luisa Cantera, Temporary 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 Annual Parish Council meeting held on 5 May 2021
4. To agree a date for re-starting the Friday night youth club
5. Open forum for Public Participation: an opportunity to hear from members of the public and Breckland District Councillors
6. To approve Luisa Cantera as Temporary Clerk and Responsible Financial Officer until a new clerk is able to join the Council
7. To report progress on items not on the agenda from the last meeting (Clerk's Report)
8. Planning matters
 - 8.1. To receive results of applications
 - 8.2. To receive recommendations from the Planning and Monitoring group on current applications (see list on page 3)
 - 8.3. To receive update on the Hopkins development on land south of Dereham Road
9. To receive updates from councillors
 - 9.1. Flooding issues (R Turner)
 - 9.2. Kerbing outside the churchyard wall (G Clarke)
10. To receive update from the Open Spaces Working Group
 - 10.1. To discuss and agree gardening work at village green and cemetery
11. Working groups
 - 11.1. To set up a new working group to review Council policies and procedures

- 11.2. To agree membership of a flooding group
- 12. To discuss the 'dog poo sign' competition and agree a winner
- 13. Finance
 - 13.1. To approve the insurance policy renewal
 - 13.2. To agree an amendment to the Council's Financial Regulations document
 - 13.3. To agree a debit card for use by the Clerk
 - 13.4. To agree a mobile phone SIM for use by the Clerk
 - 13.5. To approve the list of payments
- 14. Correspondence and reports (information only)
 - 14.1. Norwich Western Link update
 - 14.2. Breckland District Council member briefing, May 2021
 - 14.3. Invitation from Breckland Council to book Community Led Housing presentation
- 15. To receive items for the 5 July 2021 agenda
- 16. To pass a resolution (under the Public Admission to Meetings Act 1960) to exclude members of the public and press for the following confidential items:
 - 16.1. To agree the appointment of a new permanent Clerk/Responsible Financial Officer
 - 16.2. To agree forward regarding damage to the cemetery wall and how to repair

New planning applications to agree comments (item 8.2)

3PL/2021/0608/HOU	9 Lime Tree Close	Demolition of existing side porch and construction of single-storey side and rear extensions
3PL/2021/0695/VAR	Willow Lodge, Willow Close	Variation of conditions 2 & 3 on 3PL/2019/1602/F – Redesign of dwelling
3PL/2021/0671/HOU	West End House 135 Dereham Road	Proposed garage/store/office and new access
3PL/2021/0747/LB	Several House Church Plain	Replacement of 7 existing windows with slimline double-glazed units or single-glazed units all to match the existing windows in pattern, detailing and timber sections
3NM/2021/0042/NMA	Poplar Farm, 41 South Green	Amendment to pp 3PL/2019/0849/D minor amendment to the siting of dwellings with plots 7-12 (non-material amendment)
3PL/2021/0673/HOU	1 Camping Close	Demolition of garage and conservatory and erection of extension to rear (including dormer/first floor extension) and single-storey extension to side to form annexe (householder)
3PL/2021/0784/HOU	35 Burgh Lane	New vehicular access to the highway to provide additional off-road parking space