



Mattishall Parish Council

Agenda for the Annual Meeting of the Parish Council

(published 1 May 2019)

Date: Tuesday 7 May 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 elect the Chairman for the coming year
- 2 To elect the Vice-Chairman for the coming year
- 3 To receive apologies for absence
- 4 To receive declarations of interest in items on the agenda and consider any requests for dispensations
- 5 To consider any declarations of acceptance of office that have not been received
- 6 To approve the minutes of the meeting held on 1 April 2019
- 7 To review the Annual Parish Meeting minutes held on 17 April 2019 for accuracy (to be approved at the next Annual Parish Meeting in April/May 2020)
- 8 To report progress on items not on the agenda from the last meeting (Clerk's Report)
- 9 To consider the process for the co-option of a councillor for the vacancy arising from the election process
- 10 To confirm eligibility to adopt the General Power of Competence
- 11 To agree the appointment of councillors to the following:
 - 11.1 Neighbourhood Plan Delivery and Monitoring Group
 - 11.2 Cemetery Working Group
 - 11.3 Norwich Western Link meetings (external meetings)

- 11.4 A47 dualling meetings (external meetings)
 - 11.5 Safer Neighbourhood Action Panel (SNAP) meetings (external meetings)
 - 11.6 Footpath councillor contact for Mattishall
- 12 Planning matters
- 12.1 To receive results of applications
 - 12.2 To receive report and consider recommendations from the Neighbourhood Plan delivery and monitoring group on new planning applications - see list on page 3
- 13 To receive updates from individual council members (for information only)
- 13.1 Bank Holiday Easter event
 - 13.2 Latest SNAP meeting
 - 13.3 Norwich Western Link Road
 - 13.4 SAM2 (speed awareness messaging sign)
- 14 To receive an update from the Youth provision working group
- 15 To receive an update from The Barlow Charity
- 16 To discuss setting up a Speed Watch scheme for Mattishall
- 17 To discuss issue of footballs hitting cars at Old School Green due to children playing football
- 18 Finance
- 18.1 To review the asset register
 - 18.2 To confirm completion of the review of effectiveness of internal controls and completion of checks for 4th quarter by Internal Audit Control Officer
 - 18.3 To appoint a councillor as Internal Audit Control Officer for the coming year
 - 18.4 To appoint/confirm bank signatories for the coming 4-year period
 - 18.5 To approve the payment of accounts list
- 19 To discuss the proposal for the base for the WWI commemorative plaque
- 20 To discuss the preparations for Norfolk Day (27 July 2019)
- 21 Correspondence
- 21.1 Environment Agency: River maintenance and flood prevention
 - 21.2 Public Rights of Way request by member of public to update the definitive map
 - 21.3 Homes England: Consultation on community led housing
 - 21.4 George Freeman MP: Plan for bringing electricity from offshore wind farms to the National Grid
 - 21.5 Breckland Council: Local Plan extension to public consultation to 5 May 2019
 - 21.6 Norfolk Police: Newsletter for April and Speed Watch statistics
 - 21.7 Breckland Council: Notification of a Tree Preservation Order (TPO) served at Mattishall Primary School
- 22 To make comment on a TPO at Mattishall Primary School (refer to item 21.7)

- 23 To receive items for the next meeting agenda (Monday 3 June 2019)
- 24 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:
- 24.1 To consider a request from the Clerk for a review of working from home expenses
 - 24.2 To consider additional information relating to quotation from contractor to repair the churchyard wall

New planning applications for consideration (item 13.2)		
3PL/2019/0375/F	Four Winds Mill Road	Erection of 3 detached dwellings and garages
3PL/2019/0443/F	Mattishall Golf Club South Green	Erection of single-storey steel portal framed building to house green keepers and golf professional facilities
3OB/2019/0011/OB*	Poplar Farm 41 South Green	Modify planning obligation on pp 3PL/2016/0395/O - to reduce provision of affordable housing
*This is not a normal planning application; it is an application to modify or discharge a legal agreement relating to a planning permission		