



Mattishall Parish Council

Meeting Agenda (published 28th May 22)

Date: Monday 6th June 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 3rd May 2022
4. To approve the minutes of the extraordinary meeting held on 26th May 2022
5. To report progress on items not on the agenda from the last meeting (Clerk's Report)
6. Open forum for Public Participation: an opportunity to hear from members of the public and Breckland District Councillors
7. Planning matters
 - 7.1. To receive results of applications
3PL/2021/1713/HOU: 3 Cedar Rise; Orangery extension to rear – **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 Denbury Homes
 - 7.4. To discuss Mattishall Neighbourhood Plan
8. To receive an update from the Open Spaces Working Group
 - 8.1. To consider and review correspondence and quotations received to repair the damaged wall to the play area
 - 8.2. To review the Allotment Policy
 - 8.3. To review the Cemetery Rules
 - 8.4. To consider additional tree works in the Cemetery and Allotments
9. To receive an update following the Platinum Jubilee event.
 - 9.1. To discuss arrangements for the Platinum Jubilee bench and the time capsule

10. Finance
 - 10.1. To approve the list of payments
 - 10.2. To agree an amendment to the Council's Financial Regulations document; to suspend Financial Regulation item 2.2 until the end of April 2023 to allow the Chair to be Internal Control Audit Officer
11. To discuss the grass cutting areas managed by NCC & BDC
12. To discuss the increased prices for the Miscellanea
13. Minutes
 - 13.1. To review the timeline the draft minutes are published on the website
 - 13.2. To consider a training course for the clerk for professional minute writing
14. To review the effectiveness and time management of meetings
15. Correspondence
 - 15.1. SAM2 report for May
 - 15.2. Flooding issues update
16. To receive items for the next meeting agenda (4th July)
17. 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:
 - 17.1. Legal Matters concerning the damage to the cemetery wall.
 - 17.2. Staffing matter

New planning applications to agree comments (item 7.2)

3PL/2022/0363/F	Little Footsteps	Extension to existing children's nursery
3PL/2022/0513/HOU	2 Robert Key Drive	Proposed single storey flat roof garden room and associated works
3PL/2022/0571/HOU	Stonewood, 2 West End	Proposed first floor extension over existing kitchen and single storey flat roof rear extension and associated works
3PL/2022/0140/DOC	Land off Dereham Road	Discharge of condition 4 on 3PL/2020/0462/F