



Mattishall Parish Council

Meeting Agenda (published 28th February 2023)

Date: Monday 6th March 2023

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 6th February 2023
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 consider Data Protection training (Norfolk Parish Training & Support) for the clerk
7. Planning matters
 - 7.1. To receive results of applications

3OB/2022/0059/OB: Land off Dereham Road; Discharge of obligation 4 of Schedule 1 Part 1 of s106 attached to planning permission 3PL/2020/0462/F – **Approved**.
 - 7.2. To receive recommendations from the Planning and Monitoring group on current applications (see at the bottom of agenda)
 - 7.3. To receive an update on Mattishall Neighbourhood Plan Review
 - 7.4. To receive an update on Breckland District Council Local Plan Review
 - 7.5. To receive an update on Denbury Homes and to consider letter, inviting HRH King Charles III to open the Coronation Community Woodland.
 - 7.6. To receive an update on Bayfield
8. Open Spaces Working Group
 - 8.1. To note report from the Open Spaces Working Group
 - 8.2. To review the Allotment Policy
9. Polices and Procedures Working Group.
 - 9.1. To review the Complaints Policy

- 9.2. To review the Data Protection Policy and Data Protection Information Audit
 - 9.3. To review the Financial Risk Assessment
 - 9.4. To review the Safeguarding Policy
 - 9.5. To review the Credit Card Policy
10. To receive an update on the land registered as Community Asset at Pear Tree Close and Bob Carter Court
 11. To receive an update on the 20mph speed proposal on Mill Street / Dereham - Norwich Road and Burgh Lane
 12. To receive an update on the King's Coronation
 - 12.1. To consider the purchase of Coronation badges for primary school children
 - 12.2. To agree to act as a guarantor for Mattishall Community Hub in applying for the Coronation grant from Breckland District Council.
 13. To agree a guest speaker for the Annual Parish Meeting (24th April)
 14. Correspondence and reports (information only)
 - 14.1. SAM2 report
 - 14.2. Flooding issues update
 - 14.3. NWL Project update
 15. To receive items for the next meeting agenda
 16. 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.
 - 16.1. Staff matters

New planning applications to agree comments (item 7.2)

TRE/2023/0056/TCA	Several House, Church Plain	<p>There are 10 trees in the application - 5 requesting felling and 5 cutting back.</p> <p>Felling</p> <p>1 Walnut tree (T1 on Key) requested as interferes with hard landscaping building extension plans granted permission ref. No. 3PL/2021/1139/LB</p> <p>2 Ash trees (T2, T10) require felling as (very sadly) have advanced Ash dieback, are large, and near domestic buildings</p> <p>1 small Rowan (T4) is dead and needs to be removed</p> <p>2 Sycamore trees: (T3,T5). The trunk of T3 is directly adjacent to (2m) - and canopy directly above - artists working studio (Barn on Key). Would like to remove as</p>
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		<p>blocks light entering and a building(Grade II listed) maintenance issue.</p> <p>T5 is dangerous as it has grown at an acute angle over neighbours property and is large.</p> <p>Cutting Back</p> <p>1 Willow (T6) 30% prune - blocking neighbours light</p> <p>2 Cherry trees (T7,T8) 30% prune - blocking neighbours light</p> <p>1 Walnut (T9) 30% prune - blocking neighbours light (Tree Work App CA)</p>
3PL/2022/1415/HOU	Rimington, 93 Dereham Road	Conversion to chalet bungalow, dormers to front & rear and extensions to front & rear
3PL/2022/1432/F	Mattishall Golf Club, South Green	Clarification re use and response to Environmental Health queries - description also amended / Enclosure of existing open sided lean-to for conversion to additional heated 2 no. office/retail space and a central open plan space for ancillary use to the golf club only
3PL/2022/1257/HOU	2 Cedar Rise	Raising the roof to convert existing bungalow into a 4-bedroom chalet style house with roof dormers
3PL/2023/0120/F	Mattishall Pharmacy, 15 Dereham Road	Installation and operation of a prescription collection automated dispenser
3PL/2023/0017/F	Daryll Farm, Mill Road	Demolition of existing building and proposed single storey replacement building for engraving studio/workshop