



Mattishall Parish Council

Agenda for the Annual Meeting of the Parish Council (published 28 April 2021)

Date: Tuesday 4 May 2021

Time: 7 – 9.30pm

Place: Video conferencing, see bottom of agenda for joining instructions

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

Lorraine

1. To elect the Chairperson for the coming year
2. To elect the Vice-Chairperson 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 approve the minutes of the meetings held on 6 April 2021
6. To review the Annual Parish Meeting minutes held on 26 April 2021 for accuracy (to be approved at the next Annual Parish Meeting in April/May 2022)
7. Open forum for Public Participation: an opportunity to hear from members of the public and Breckland District Councillors
8. Finance
 - 8.1. To review the asset register
 - 8.2. To confirm completion of the review of effectiveness of internal controls and completion of checks for 4th quarter by Internal Audit Control Officer
 - 8.3. To receive the Internal Auditor's report and consider his recommendations
 - 8.4. To approve the 2020-21 Annual Governance Statement
 - 8.5. To approve the 2020-21 Statement of Accounts
 - 8.6. To appoint a councillor as Internal Audit Control Officer for the coming year
 - 8.7. To approve the payment list

9. To agree the appointment of councillors to the following:
 - 9.1. Planning and Monitoring Group
 - 9.2. Open Spaces Group
 - 9.3. Norwich Western Link meetings (external meetings)
 - 9.4. A47 Dualling meetings (external meetings)
 - 9.5. Safer Neighbourhood Action Panel (SNAP) meetings (external meetings)
 - 9.6. Footpath councillor contact for Mattishall
10. To report progress on items not on the agenda from the last meeting (Clerk's Report)
- To pass a resolution (under the Public Admission to Meetings Act 1960) to exclude members of the public and press for the confidential items 11 and 12**
11. To receive recommendations and agree appointment of the new clerk
12. To agree councillors training
13. Planning matters
 - 13.1. To receive results of applications
 - 13.2. To receive recommendation from Planning and monitoring group on current applications (see list on page 3)
14. To review the Code of Conduct
15. To receive a report on the value of the Councillors Network
16. To agree the response to Breckland District Council's Planning Policy Officer in respect of Supplementary Planning Documents (SPDs)
17. To agree definition of "local" when dealing with unauthorised signs on the highways
18. To agree if the newsletter in Miscellanea should be printed in colour
19. To agree judging of dog poo sign competition
20. Open Spaces
 - 20.1. To agree action to be taken over the closing of the play area gate, facing Dereham Road, which is frequently reported as closing too slowly
 - 20.2. To discuss the closing of the gate at the rear of the village green, as requested by the landowner, and the damage being caused to the fencing.
21. To receive items for Monday 7 June agenda

22. Correspondence and reports (information only)

- 22.1. BDC member briefings
- 22.2. CAN's funding newsletter
- 22.3. Partner with the Great British spring clean
- 22.4. NCF funding
- 22.5. Norfolk ALC wellbeing
- 22.6. Norfolk Strategic Flooding Alliance Meeting

New planning applications to agree comments (item 13.2)

3DC/2021/0098/DOC	Water Treatment Works	Discharge of conditions 8, 9 & 10 on pp 3PL/2020/1172/F
3NM/2021/0026/NMA	8 Parkers Road, Mattishall,	Non material amendment to 3PL/2020/1043/HOU - Change of external materials from Timber cladding to face brick and change in direction of fall for flat roof (Non Mat Minor Amend)
3PL/2021/0552/HOU	12 Wesley Close	Proposed single storey side extension
3DC/2021/0101/DOC	Development Site At 605415 310352 South Green	Discharge of Condition No 5 on 3PL/2019/0849/D
3DC/2021/0108/DOC	Development Site At 605415 310352 South Green	Discharge of Condition No10 on 3pl/2016/0395/O Erection of 15 market homes (including one existing farmhouse) and 8 affordable dwellings, access road and driveways and a public link to the sports ground.
3DC/2021/0083/DOC	Poplar Farm, 41 South Green,	Discharge of Condition No's 5, 7, 11, 15 and 17 on 3PL/2016/0395/O
3PL/2021/0584/HOU	51 Dereham Road	Rear extension
3DC/2021/0106/DOC	Glenthorne 149 Dereham Road	Discharge of Conditions 7,8,9,12 & 13 on 3PL/2020/0358/O
3NM/2021/0029/NMA	29 South Green	Non material amendment to 3PL/2020/0703/HOU- Change window and door colours from white to anthracite grey. (Non Mat Minor Amend)

Meeting details

Join Zoom Meeting

<https://us02web.zoom.us/j/85133748085?pwd=ZldRQ1ZmNDFMdGxEaVdtaDdMLzA3dz09>

Meeting ID: 851 3374 8085

Passcode: 794656