



# Mattishall Parish Council

Meeting Agenda (published 28 November 23)

**Date:** Monday 4 December 2023

**Time:** 7 – 9.30pm

**Place:** South Green Park Enterprise centre, Mattishall NR20 3JY

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

Anita Rose, Parish Clerk

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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 6 November 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 review updated draft of the budget 2024/25
  - 6.2. To approve the list of payments
7. Planning
  - 7.1. To receive results of applications  
3NM/2023/0099/NMA: 1 Camping Close; Amendment to 3PL/2021/0673/HOU – Change of roof design on side annex from a 17.5 degree monopitch structure with Zinc roofing system to an EPMD flat roof construction – **APPROVED**  
  
3PL/2023/0565/F: Highborn Heath Road; Erection of annexe – **APPROVED**  
  
3PL/2023/0952/LB: Norton House, 9 Dereham Road; Install freestanding termatech tile woodburner with 125mm schidel icid plus flue system to lounge area – **APPROVED**  
  
3PL/2023/0924/O: 16 Willow Close; Outline planning application, with all matters reserved, for the sub-division of existing residential curtilage and erection of a detached chalet bungalow and garage - **REFUSED**

- 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 the Neighbourhood Plan consultation and note receipts and payments of accounts
- 7.4. To receive an update on the land transfer from Denbury Homes and to agree the name for the Community Woodland
- 7.5. To receive a progress report on development site at Bayfield Homes
8. Open Spaces
  - 8.1. To consider adopting the proposed changes to the Allotment Policy
  - 8.2 To review and consider quotations for the grass maintenance to Mattishall for 2024
9. To review and discuss adopting the Biodiversity Policy to comply with our duty under the Environment Act 2021
10. To receive an update on the Village Map
11. To receive an update on the Youth Club provision
12. To discuss the Communication Strategy
13. To agree appointment of Pauline Cox as trustee to the Mattishall Burgh and Charity for a four-year term
14. To consider appointing a further trustee to the Barlow Charity
15. Events
  - 15.1. Christmas Tree Lighting (including hampers)
  - 15.2. Summer Fayre
16. To receive an update on flooding and to consider seeking legal advice on riparian obligations
17. Correspondence and reports (information only)
  - 17.1. SAM2 report
  - 17.2. NWL Local Liaison Group
  - 17.3. Norfolk Parish Training and Support Newsletter
  - 17.4. Mattishall Memorial Hall Committee
18. To receive items for the next meeting agenda
19. 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:
  - 19.1 To note the Local Government services pay agreement 2023 and subsequently agree the backdated NALC pay award

New planning applications to agree comments (item 7.2)

TRE/2023/0319/TPO	14 Gogle Close	TPO-2005/21 Oak remove lower branches to a height of 5m reduce height and spread by 2-2.5m removing deadwood and ivy
3PL/2023/1082/HOU	44 South Green	Demolition of existing conservatory. Construction of single storey rear extension