

# Mulbarton Parish Council

Meeting of the Parish Council Agenda (published Wed 30 August 2023)

**Date & time:** Mon 4 September 2023 7:30 PM

**Place:** The committee room, Mulbarton Village Hall, The Common, NR14 8AE

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Councillors are summoned to attend the next meeting of the parish council. The public are welcome to attend.

*L Trueman*

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1. To receive apologies for absence
2. To receive declarations of interest in agenda items and consider any dispensation requests
3. To approve the minutes of the Parish Council Meeting held on 7 August 2023
4. To report progress on items not on the agenda (information only)
5. Open forum for public participation: an opportunity to hear from members of the public and the District/County councillors
6. Planning applications (LH/LK)
  - 6.1. To receive an update on any application decisions made by South Norfolk council
  - 6.2. To consider any new planning applications, as listed below
7. Finance (LT)
  - 7.1. To note the bank reconciliation dated 31 August 2023
  - 7.2. To note actual v budget to 31 August 2023
  - 7.3. To note any invoices raised (none) and income received in August 2023
  - 7.4. To ratify payments made since the last meeting and agree payment list
  - 7.5. To receive a report on the meeting with the insurance broker
  - 7.6. To agree insurance provider and fees
8. Allotments Working Group (MK/DW)
  - 8.1. To receive an update
  - 8.2. To consider quote for covers to water troughs at The Swamp, Meadows and Long Lane
  - 8.3. To receive an update on the tree area at Oakley Park South
9. To receive an update from the Planning working group (LK)
10. Common Steering Committee (LK/MK)
  - 10.1. To receive an update from the working group
  - 10.2. To agree contractor for Village Hall entrance, across the Common car park, and to discuss how this should be funded
11. Open Spaces and Play Areas Working Group (AB/DW)
  - 11.1. To receive an update from working group
  - 11.2. To consider quotes for works as highlighted on the tree surveys

12. To receive an update from the Footpath and Public Rights of Way Working Group (DW)
13. To receive SAM2 data
14. To consider applying for the 2024-25 Parish Partnership Scheme grant
15. Policies to agree;
  - Environmental policy
  - Grant awarding policy
  - Document retention and disposal policy
16. To discuss the Community Hub project
17. To review the risk register
18. To discuss the use of Sharepoint
19. To discuss risk management of Orchard Park and review risk inspection
20. To agree specification for land maintenance contract(s)
21. To discuss community engagement and the council Facebook page
22. To consider a council logo
23. To agree delegates responsibilities to the clerk
24. To consider response to a request for support to protect Neighbourhood Development Plans
25. To consider becoming a Wellbeing Champion as part of South Norfolk Council initiative
26. To consider removing the bus shelter on Norwich Road, near The Common (Lower)
27. Correspondence
  - 27.1. Update from Norfolk Parishes Movement on Offshore Transmission Network
  - 27.2. Bloy's Grove Solar Farm newsletter
  - 27.3. Letter from resident on speed checks
  - 27.4. Invitation from Village Hall Management Committee to their AGM on 10 October
  - 27.5. Hornsea 3 Offshore Wind Farm Community newsletter
  - 27.6. Update on study into electrical network infrastructure
  - 27.7. Norwich Road closure between 30 August to 6 September
  - 27.8. Rural bulletin
  - 27.9. Canister of nitrous oxide found in Puddleducks garden
  - 27.10. Notice of district councillor election
28. Open forum for public participation: second opportunity to hear from members of the public and the District/County councillors
29. To receive items for the next agenda

#### **Item 6.2 New planning applications**

| <b>Ref No.</b> | <b>Location</b>          | <b>Details</b>                      |
|----------------|--------------------------|-------------------------------------|
| 2023/2540      | The Old Hall, The Common | Tulip tree remove/fell              |
| 2023/2533      | 4 Old Rectory Close      | Non-material amendment of 2022/2196 |