

Mulbarton Parish Council

Extraordinary Meeting Minutes

Thursday 4 August 7:30 PM, held at The Committee Room, Mulbarton Village Hall, The Common, NR14 8AE

Parish Councillors present Steve Sewell, Adam Banham, Nigel Legg, Florence Ellis, Louis Kaszczak, Roger Dyndal, Laurence Hughes and Danny Gaskin
Also, present Lorraine Trueman (clerk) and 1 member of the public

7.30pm S Sewell opened the meeting. He welcomed the new councillors and thanked the district councillors for stepping in to support the parish council.

1. To receive apologies for absence

Apologies were received from Barry Duffin.

2. To receive declarations of interest in agenda items and consider any dispensation requests

D Gaskin declared a pecuniary interest in item 9, the village hall. S Sewell declared an interest in item 9, being the parish councils nominated trustee. A Banham declared an interest in planning under item 7.5

3. To approve the minutes of the Parish Council Meeting held on 27 June 2022

The minutes were approved by the council as a true and accurate record of the meeting. The chair signed the minutes.

4. Open forum for public participation: an opportunity to hear from members of the public and the District/County councillors

The member of public asked when District Councillors can leave the parish council. F Ellis explained they had been asked to stay on by South Norfolk Council and the clerk clarified she had requested the District Councillors stay until the new parish councillors are trained and ready to take on the parish council's duties.

N Legg explained the District Council's move was still going ahead but no date had been confirmed.

South Norfolk District Council planning department continue to work with Natural England on nutrient neutrality of water quality within the catchment of the River Wensum and the Broads. More information is available on South Norfolk and Broadland District Council website.

South Norfolk District Council have grants available for small projects that cover a wide range of activities. R Dyndal asked if a grant would be suitable for the pond maintenance on the Common, but it was agreed the amount required was too high. N Legg went on to explain that Natural England did help manage the Common and the impact of climate change. The Common is managed by South Norfolk, with the Parish Council responsible for cutting the verges and maintaining the play equipment.

A question was asked about how people contact the parish council. The clerk advised email is the easiest method and that she responds to all emails received.

5. To consider any planning application 2022/1166 at Co-Op Supermarket, Cuckoofield Lane, and agree comments

N Legg advised residents had contacted him to complain about the application. The council **AGREED** the comments: "The Parish Council object to this retrospective planning application as it goes against the dark skies policy within the neighbourhood plan. More than 90% of residents were in favour of the dark skies policy to maintain the strong rural feel."

6. To agree whole council training

The council **AGREED** to whole council training, to be provided by Norfolk Parish Training and Support, at a cost of £280. **ACTION:** the clerk to agree subjects to be covered with councillors, arrange a date and time with NPTS and councillors and to find out if non-councillors can be included in the training.

7. To agree policies and procedures

7.1. Standing Orders

7.2. Financial regulations

7.3. Code of Conduct

7.4. Lone Working Policy

7.5. Planning Policy

The council **AGREED** the policies and procedures. **ACTION:** the clerk to publish these on the new website, when it goes live.

8. Open forum for public participation: an opportunity to hear from members of the public

There were no comments from the public.

8.07pm the public and D Gaskin left.

To pass a resolution under the public admission to meetings act 1960 to exclude members of the public and press for the following confidential item.

9. To discuss and agree matters relating to the village hall

The council **AGREED** to set up a working party to investigate the concerns raised. It was **AGREED** that the Parish Council representatives on the working group would

be R Dyndal and S Sewell. R Dyndal will provide a report to full council at the next meeting on 5 September.

The Village Hall have arranged for a surveyor to visit the Parish Council office to provide a valuation. The council **AGREED** to pay for the service, as a sign of goodwill, but asked for confirmation that the valuation is for the office only.