

Mulbarton Parish Council

Meeting of the Parish Council Agenda (published Wed 29 March 2023)

Date & time: Mon 3 April 2023 7:30 PM

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

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

L Trueman

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 ordinary Parish Council Meeting held on 6 March 2023 and the extraordinary meetings held on 14 and 27 March 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 (none)
7. Finance (LT)
 - 7.1. To receive an update on the bank accounts
 - 7.2. To note the bank reconciliation dated 31 March 2023
 - 7.3. To note any income received since last report
 - 7.4. To ratify payments made since the last meeting and agree payment list
 - 7.5. To review the asset register for 2022-23
8. To receive an update from the Allotments Working Group (MK)
9. To receive an update from planning working group (LK/LH)
10. To receive an update from the Common Steering Committee (LK/MK)
11. To receive an update from the Open Spaces and Play Areas Working Group (AB)
12. To receive an update from the Footpath and Public Rights of Way Working Group (DW)
13. To agree a date for next strategy session
14. To appoint Orchard Park contractor for 2023/24
15. To agree Parish Warden job description, terms and to appoint group to advertise position and interview

16. To agree how the 2022 community benefits paid from Brickkiln Farm will be allocated
17. To discuss Big South Norfolk Litter pick 2023 and agree dates for litter picking
18. To consider request for an assessor to support Duke of Edinburgh award scheme participant
19. To discuss updating allotment tenancy agreement and rules and regulations
20. To discuss setting up a community allotment
21. To discuss water recharges to Sir Edwin Rich Charitable Trust
22. To discuss metal box on the junction of Bluebell Road and Long Lane
23. To receive an update on the Annual Parish Meeting and agree date, time and place of meeting
24. To note the successful bid for a SAM2 sign from the Parish Partnership scheme
25. To consider a request to cut trees between The Meadows and Kestrel Close
26. MALGA – Environmental Group
 - 26.1. To receive an update on tree planting
 - 26.2. To consider a request to name the area at The Meadows
 - 26.3. To discuss signage for the area at The Meadows
 - 26.4. To grant permission for the planting of wildflowers at Catmere Herne
 - 26.5. To consider request to present at “How Green is Mulbarton” on Sat 30 Sept
27. To note the resignation of Mark Kerr from Village Hall Management Committee and discuss next appointment
28. Correspondence
 - 28.1. Closure letter from PKF Littlejohn for 2021/22
 - 28.2. Thank you from SEN for donation
 - 28.3. Norfolk Lieutenancy newsletter
 - 28.4. Town and Parish Council briefing
 - 28.5. South Norfolk Community Awards 2023
 - 28.6. Mulbarton Allotment & Leisure Garden Association – Environmental newsletter
 - 28.7. Norfolk Pension Fund newsletter
 - 28.8. Passenger consultation – East Harling to Norwich (37A)
 - 28.9. Minor works on phone mase at Village Hall
 - 28.10. 2022/23 AGAR external auditor instructions
 - 28.11. Email from resident, mowing of land between Primrose Close and Wild Radish Close
 - 28.12. Risk assessments from Scout Group for 8 May 2023
29. Open forum for public participation: second opportunity to hear from members of the public and the District/County councillors
30. To receive items for the next agenda

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;

31. To receive an update and agree next steps relating to the village hall