

Mulbarton Parish Council

Meeting of the Parish Council Agenda (published Wed 2 August 2023)

Date & time: Mon 7 August 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 Parish Council Meeting held on 3 July 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. To approve co-option of Tony Martin onto the Parish Council
7. Planning applications (LH/LK)
 - 7.1. To receive an update on any application decisions made by South Norfolk council
 - 7.2. To consider any new planning applications, 2023/2097, 8 Gudgeon Road, Two storey rear extension, single storey front extension and first floor extension above garage
8. Finance (LT)
 - 8.1. To note the bank reconciliation dated 31 July 2023
 - 8.2. To note actual v budget to 31 July 2023
 - 8.3. To note any invoices raised (none) and income received in July 2023
 - 8.4. To ratify payments made since the last meeting and agree payment list
 - 8.5. To agree changes in insurance requirements for 2023/24
 - 8.6. To agree appointment of Internal Auditor
9. To receive an update from the Allotments Working Group (MK)
10. To receive an update from the Planning working group (LK)
11. Common Steering Committee (LK/MK)
 - 11.1. To receive an update from the working group
 - 11.2. To agree contractor for Village Hall entrance, across the Common car park, and to discuss how this should be funded
 - 11.3. To consider purchase of litter bin for the Common, opposite Birchfield Lane
12. Open Spaces and Play Areas Working Group (AB/DW)
 - 12.1. To receive an update from working group
 - 12.2. To receive a report on injury caused by damaged slide at The Meadows

- 12.3. To consider quotes for works as highlighted on the tree surveys
 13. To receive an update from the Footpath and Public Rights of Way Working Group (DW)
 14. To receive an update on the SAM2 sign and agree purchase of Windows device
 15. To consider options for office phone and internet
 16. To agree any training for councillors and clerk
 17. To consider applying for the 2024-25 Parish Partnership Scheme grant
 18. To discuss carrying out a Parish Plan/Neighbourhood Plan Review/Village Consultation
 19. Policies to agree
 - Social media policy and appoint clerk/councillor(s) who will post
 - Reserves policy
 20. To receive an update on a Community Hub
 21. To discuss the use of CCTV and legal requirements
 22. To agree creating a Committee to focus on a Village Hall resolution
 23. To consider request from Scouts to hold their annual firework display on Orchard Park on 4 November
 24. To consider a grant request from Mulbarton Environmental Group (MEG) for £831.60
 25. To consider a response to South Norfolk: Public Spaces Protection Order – Vehicle related anti-social behaviour
 26. Correspondence
 - 26.1. B1113 single lane closure from 19 July to mid-August
 - 26.2. Mulbarton Environmental newsletter
 - 26.3. Rural Bulletins
 - 26.4. South Norfolk New Compliance Manager
 - 26.5. Save the date/Pride in Place Funding/Survey
 - 26.6. CAN – Empowering Communities
 - 26.7. Norfolk ALC & NPTS newsletters
 27. Open forum for public participation: second opportunity to hear from members of the public and the District/County councillors
 28. 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;**
29. Staffing
 - 29.1. To receive an update on the Parish Warden role and confirm weekly hours
 - 29.2. To agree clerk/deputy clerk hours and contract changes
 30. To receive an update and agree next steps relating to the village hall