

MAUTBY PARISH COUNCIL

Incorporating the villages of Mautby, Runham and Thrigby

Tel: 01493 253041; Email: mautbyparishcouncil@gmail.com

Chairman: Mr Mark Bullent

Parish Clerk: Mrs Catherine Moore

To Members of the Council,

You are hereby summoned to attend a meeting of Mautby Parish Council on **Wednesday 29th November 2023, 7.30pm at Runham Village Hall** for the purpose of transacting the following business:

C Moore Parish Clerk 23rd November 2023

1. **To consider apologies for absence**
2. **Co-option of Parish Councillors**
3. **Public Forum**
 - a. Public
 - b. County / Borough Councillors
4. **Declaration of interest for items on the agenda and applications for dispensation**
5. **To approve the minutes of the meeting held on Wednesday 11th October 2023**
6. **Matters Arising from the Minutes**
 - a. Hall Farm Planning Application – update
 - b. Shelter Plaques – Update
7. **Finance**
 - a. Financial update 2023/24; and to note receipts since last meeting
 - b. Appointment of Internal Auditor for 2023/24 accounts
 - c. To consider payment of the following:

i. C Moore	Salary Oct & Nov 2023	£290.30
ii. HMRC	PAYE Oct & Nov 2023	£72.40
iii. C Moore	Expenses Oct & Nov 2023	£4.05
iv. Maple Tree Services	Grounds Maintenance 2023	£1,950.00
v. Mautby PCC	Reimbursement for Wreath	£20.00
vi. The Poppy Appeal	Wreaths – Thrigby & Runham	£40.00
vii. Heart2Heart	Replacement Defibrillator	£850.00
 - d. To note payment made between meetings:

viii. Cowills	Village Hall Staged Payment	£22,994.28
---------------	-----------------------------	------------
8. **Correspondence**
 - a. Potential removal of concurrent functions grants
 - b. Review of Bus Services – feedback requested
 - c. Flooding at Blanks Close, Mautby
 - d. Email from member of public with various issues:
 - i. Full fibre broadband in the parish
 - ii. Footpath from Chapel Road to Marshes
 - iii. Concern regarding flooding in low lying areas
 - iv. Pedestrian safety concerns from Bowling Green to Council Houses
 - v. Highways Issues – reporting and monitoring (offer of assistance)
 - e. General Correspondence
9. **Planning**
 - a. New Applications
06/23/0546/F Upper Wood Farm, Browns Lane, Mautby: Demolition of existing barn; Proposed construction of larger replacement agricultural building for cattle livestock and milking parlour, installation of concrete hardstanding and reed bed water treatment system.
 - b. Decisions / Applications considered between meetings
None.

10. Reports from Councillors and Outside Bodies

- a. Risk Assessments and Defect Reports around the Parish incl. Highways and Street Lights
 - i. Defibrillator, Runham – update on replacement
- b. Village Hall Committee Report
 - i. Lease of Village Hall to Village Hall Committee – update
 - ii. VAT Reclaim – Update
 - iii. To assess project funds available and agree amount for further works; and amount for future maintenance (if any)
 - iv. Prices for further works to Village Hall and agree what works will be commissioned
 - v. Ongoing maintenance schedule for the Village Hall
- c. Village Green
- d. Policing and Vandalism
- e. SAM2 Results

11. Other Matters

- a. To review request from Clerk to regrade salary from SCP17 to SCP20 with effect from 1st April 2024, to bring in line with other councils
- b. Draft Budget 2024/25
- c. Meeting Dates 2024
- d. To agree for clarity what Remembrance wreaths will be ordered for future years

12. Reports from Councillors (for information only)

13. Date of Next Meeting – (TBC): Wednesday 31st January 2024 7.30pm at Runham Village Hall