

# Clerk's report

## Mattishall Parish Council



Above: The churchyard wall (maintained by the Parish Council) needs rebuilding - the council will be considering quotes on 4 February

Right: Various outstanding highway issues have been re-reported to Highways



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Clerk to Mattishall Parish Council  
31 January 2019

## Clerk's report

The items below relate to actions/resolutions from the 7 January meeting:

Item 3: Approved minutes of the December meeting and draft minutes of the January meeting - These have been uploaded to the Parish Council's website.

Item 6.2: New planning applications discussed - Parish Council comments have been provided on Breckland Council's planning pages.

Item 7.1: SAM2 posts - The Clerk has spoken to Highways to find out whether new locations (on Welgate and Back Lane) can be found for posts to use the SAM2 sign.

Item 9.2: Purchase of matting and gazebo for events - These items will be purchased in the Spring.

Item 9.4: Band for Christmas 2019 event - The band, SqueezEast, has been booked.

Item 11.2: Cemetery fees - The Cemetery working group has several items to discuss, including review of fees. The group will report back to the March council meeting.

Item 11.3: Plaque in the cemetery: The Clerk has met with the owner of the plaque. The precise location of the plaque is still undecided but this should be resolved next week.

Item 12: Allotment fees - All allotment holders have received their invoices for 2019. The majority of tenants have paid already and no allotments have changed hands as yet.

Item 13.1: Grants awarded - The grant to the Mid-Norfolk CAB has been sent; the grant to Mattishall Scouts will be sent once they have confirmed their new shed.

Item 13.4: Precept - The form requesting the precept was sent to Breckland Council prior to their 31 January deadline.

Item 13.5: Monthly payment of accounts - All payments have been made.

Item 13.6: Outdoor sport and play fund - The Clerk has asked the youth club if there is any outdoor equipment they would like (they had previously asked for cricket, rounders, footballs). Once received, the Clerk will write to village sporting organisations to see find out if they would like to access the grant.

### **Items requiring explanation on the 4 February agenda**

Item 6.2: Planning - Three applications will be considered and comments will be passed to Breckland Council.

Item 9.1: Donations of £236.40 from the Christmas event have been paid into the council's account. The Council needs to decide how to allocate these funds.

Item 9.3: Speakers for the Annual Parish Meeting on 17 April - Last year there were reports from the parish council, a home composting champion, the dementia support group, district council and local charities. The Clerk is looking for ideas.

Item 10.2: Youth club contract - The parish council has agreed to extend the contract for a 6 further months. The Clerk has asked the council to check the contract and suggested end date of 2 August 2019.

Item 11: Highways issue - Request for Stone Road and Mattishall Road to be added to the gritting route - A resident has asked Highways if this road can be added to the gritting route as it is now a school bus route. Highways have spoken about the lack of resources and need to convince them that this is a priority route. The parish council would have to put together a very strong argument to convince highways to consider the proposal.

### **Additional items for information**

Finances - The finances are up-to-date. The VAT reclaim of £1,049 for April to November has been received.

Handyman - This is a quiet month for the handyman, mostly due to the cold weather. He has litter picked, undertaken the weekly playground inspections, removed tree cuttings and leaves from the cemetery and path behind, removed bushes from the three tubs and topped them up with compost and weeded slated area in the memorial garden. The bus shelter by the methodist church has been cleaned and litter removed.

Highways - A number of issues have been reported to Highways, many of which have been outstanding for some time. The highway rangers have been asked to clean highway signs.

Play area - No problems reported.

Quotations - A considerable amount of time has been spent during January on contacting contractors for quotes for tree work/grass and hedge cutting/internal auditor/churchyard wall repairs.

### **Diary dates**

12 February, 5.30 pm onwards - Prospective councillor evening at Breckland Council

21 February, 5.45 pm onwards - Breckland Town and Parish Council Forum at Breckland Council

Saturday 30 March 2019, 10 am - 12 pm starting on the Village Green - Village Litter Pick