

Mulbarton Parish Council

Clerk's Report

Nov/Dec 2025



Items not on the agenda

In the October meeting, councillors agreed to approach local groups to see if there was any interest in designing and painting a mural inside the Cuckoofield Lane bus shelter, opposite the Co-Op. Four local schools have been contacted, Hethersett Academy, Hewett Academy, Long Straton High School and Wymondham High School, along with the local Scouting Group. If this is something that you would be keen to get involved in, contact the clerk.

No progress has been made on the signage for Orchard Park.

The Village Hall Management Committee have started the trial food van on the village hall car park on selected Tuesday evenings.

The possibility of an additional layer above the village hall ceiling is being investigated. Once more information is available, this will be considered by the council.

Due to the weather conditions, the climbing frame at the village hall has not yet been removed. The equipment has been roped off and is no longer being used.

Tree work at Orchard Park, Meadows and Stile Close has all been completed.

The new dog bin for the junction of Birchfield Lane and Gardens has been received. Volunteer councillors will install this soon.

Items on the agenda

Item 7.6: 2026/27 budget

Most of the council's income is derived from the precept, which is collected from residents by South Norfolk Council as part of the annual council tax bill. The council must determine and submit its precept requirement to South Norfolk Council by the deadline of 16 January 2026. This meeting marks the third occasion on which councillors will have the opportunity to discuss and review the budgetary requirements for the financial year 2026/27.

Item 7.7: AGAR Assertion 10 – Digital and data compliance

Assertion 10, digital and data compliance, is a new mandatory declaration that will form part of the parish council's 2025/26 annual governance and accountability return. While this is not entirely new legislation it does require councils to demonstrate clear proof of compliance.

The core themes are email management compliance, website accessibility standards, FOI and transparency duties, data protection responsibilities and IT policy requirements.

Item 8: Meadows play area

A planning application, 2025/3341, for the proposed pump track has been validated by South Norfolk Council. Members of the public are able to view the documentation and make comments via South Norfolk Council's planning portal.

As well as the donations from the Go Fund Me page and Hornsea 3 Community Fund, we have also applied for a grant from The National Lottery Community Fund.

If you would like to donate, please scan the QR code below

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10: Jubilee Gardens legal fees

In previous months the council has appointed a solicitor and confirmed the parcels of land. The agreed legal fees are £950 but the solicitor has advised the cost applies to each parcel and land. There are 3 parcels of land involved.

Item 11: Village Hall Committee update

The Village Hall Committee is a group of 3 appointed councillors who are dealing with the dispute over ownership of the village hall. They have been meeting with the Village Hall Management Committee to work with them on reaching a resolution.

Item 12: Village Hall

Last month the council agreed to have condition and maintenance surveys carried out on the village hall building. These were carried out on 10 December, and it is hoped these reports will be available for councillors to consider at the meeting.

The Village Hall Management Committee has noted some maintenance requirements as part of their regular checks. They have agreed to share this list with the council for their consideration.

Item 13: Play equipment repairs/removals

Following on from the annual play area inspections, the council agreed which items they would seek quotes for. These quotes are not ready at the time of writing but it is hoped these will be ready in time for consideration at the meeting.

Item 25: 2026 meeting dates

Currently the council typically meet on the 3rd Monday of each month. The Annual Parish Meeting, which does not conduct any parish council business, must be held between 1st March and 1st June. The Annual Parish Council Meeting must be held in May and include the appointment of the chair.