

Annual Meeting of the Parish Council Agenda (published Wed 13 May 2026)

Date & time: Mon 18 May 2026 7:30 PM

Place: 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 elect a chairperson
2. To elect a vice-chairperson
3. To receive apologies for absence
4. To receive declarations of interest in agenda items and consider any dispensation requests
5. To approve the minutes of the Parish Council Meeting held on 7 May 2026
6. Open forum for public participation: an opportunity to hear from members of the public and the District/County councillors
7. To report progress on items not on the agenda (information only)
8. Meadows play area project
 - 8.1. To receive an update and information
 - 8.2. To discuss the changes and agree the contract with Four One Four
 - 8.3. To appoint contractor to move gates at Meadows entrance
 - 8.4. To agree on new pedestrian/bike access to Meadows and appoint contractor
 - 8.5. To agree purchase of replacement dog bin and agree on contractor
 - 8.6. To discuss hosting an opening ceremony to mark the completion of the project
9. Mulberry Park
 - 9.1. To agree to the pitch perimeter fencing
 - 9.2. To agree changing facilities to be installed
10. Allotments
 - 10.1. To receive an update on water leaks
 - 10.2. To receive a report on damage to Long Lane plot 13
 - 10.3. To consider locking vehicular access gates during the winter period
 - 10.4. To consider making changes to access tracks in and around the allotments
 - 10.5. To receive an update and discuss allowing the water supply from Oakley Park South to be routed to Rich's Trust land to the south
 - 10.6. To review annual allotment rental fees
11. Village Hall
 - 11.1. To agree to the Village Hall Management Committee using the land surrounding the village hall during the community event on 27 June
 - 11.2. To consider the installation of a "In Post" parcel distribution hub
 - 11.3. To agree repairs to village hall guttering

12. Play areas

- 12.1. To receive reports on all play areas
- 12.2. To agree repairs to skatepark wall, village hall play area, replacement basketball net
- 12.3. To ratify purchase of bark for village hall and Common play areas

13. Common

- 13.1. To agree cleaning and repairs to village sign
- 13.2. To agree memorial bench
- 13.3. To appoint members/representatives to the Common Steering Group

14. To appoint contractor to install bollards at Minnow Way

15. To consider request from Norfolk Ramblers to create audit of footpaths and public rights of way

16. Planning

- 16.1. To receive an update on any application decisions made by South Norfolk council
- 16.2. To consider any new planning applications (see below)
- 16.3. To consider a response to the Supplementary Planning Document (SPD) on affordable housing in Norwich.

17. Finance & Governance

- 17.1. To note the bank reconciliation dated 30 April 2026
- 17.2. To review actual v budget as at 30 April 2026
- 17.3. To receive a report on income received in April and unpaid invoices
- 17.4. To ratify payments made since the last meeting and agree payment list
- 17.5. To appoint internal scrutineer for 2026-27
- 17.6. To appoint an internal auditor for 2026-27
- 17.7. To consider opening additional savings account(s)
- 17.8. To review the risk register
- 17.9. To review and agree scheme of delegation

18. Correspondence

- 18.1. Notice of South Norfolk Council’s intention to adopt Public Health Act 1875, s160
- 18.2. The Great Grid upgrade – Norwich to Tilbury update

19. Open forum for public participation: second opportunity to hear from members of the public and the District/County councillors

20. 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 items

21. Village Hall ownership

- 21.1. To discuss ownership of the village hall and draft heads of terms for lease
- 21.2. To consider Village Hall Management Committee’s comments on heads of terms
- 21.3. To agree next steps

Item 16.2 New planning applications

Ref No.	Location	Details
2026/1048	Old Tractor Shed Old Hall Farm Track The Common	Detached double garage with pitched roof and solar panels