

# MULBARTON PARISH COUNCIL



Meeting of the Parish Council Agenda (published Wed 15 Apr 2026)

**Date & time:** Mon 20 Apr 2026 7:30 PM

**Place:** The Committee Room, Mulbarton Village Hall

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 requests of dispensation
3. To approve the minutes of the Parish Council Meeting held on 16 March 2026
4. Open forum for public participation: an opportunity to hear from members of the public and District Councillors
5. To consider co-option application(s)
6. To report progress on items not on the agenda (information only)
7. To discuss the council's long-term ambitions and to consider adopting the action plan drafted during the strategy training session in March
8. Play areas
  - 8.1. To receive an update on the Meadows play area project
  - 8.2. To agree how to fund possible funding deficit
  - 8.3. To consider appointing 414 and accepting minor works contract
  - 8.4. To consider quotes to replace netting at the Common
  - 8.5. To consider quote to replace rotten timbers on village hall climbing frame
9. Allotments
  - 9.1. To receive an update on the maintenance of Long Lane allotment track by a volunteer
  - 9.2. To consider leasing additional allotment plot at Long Lane, plot 1
  - 9.3. To receive an update on water leaks at Long Lane, Oakley Park South and Meadows
  - 9.4. To consider allowing water supply from Oakley Park South to the land south of the site
  - 9.5. To consider disposing of communal shed at Oakley Park South, to a member of the public
  - 9.6. To consider non-tenant installing bird feeders in and around Meadows allotment
10. To consider proposed memorial bench on Common
11. Mulberry Park
  - 11.1. To note the repaired water leak on Mulberry Park
  - 11.2. To receive an update from Mulbarton Wanderers on alterations to Mulberry Park

## 12. Village Hall Complex

- 12.1. To consider the food truck trial being run by the Management Committee and to agree to the continuation
- 12.2. To consider requests for food/coffee trucks in car park on 24 May, 20 Sept and 22 Nov from a hirer of the village hall
- 12.3. To consider allowing the Management Committee to use the land surrounding the village hall during a community event on 27 June
- 12.4. To receive village hall surveys and Management Committee's maintenance and health & safety reports
- 12.5. To receive report on water compliance and information from Management Committee
- 12.6. To consider any maintenance required within the complex
- 12.7. To consider installing a "In Post" parcel distribution hub at the village hall complex

## **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 12.8 and 12.9**

- 12.8. To discuss ownership of the village hall and draft heads of terms for lease
- 12.9. To consider Village Hall Management Committee's comments on heads of terms

## 13. Footpaths

- 13.1. To consider request from Norfolk Ramblers to create an audit of footpaths and public rights of way
- 13.2. To consider a request from a member of the public to organise a survey of the village from the point of view of disabled access.

14. To agree disposal of noticeboard from Meadows, stored in container

15. To receive Spring Seminar slides from Norfolk Parish Training and Support

16. To consider a protocol for Operation Menai Bridge

17. To consider outsourcing some of the maintenance/repairs of council owned assets

18. To agree councillors to carry out clerk's annual appraisal

## 19. Planning applications

- 19.1. To receive an update on any application decisions made by South Norfolk council
- 19.2. To consider any new planning applications (see below)

## 20. Finance and governance

- 20.1. To review the Financial Regulations
- 20.2. To note the bank reconciliation dated 31 Mar 2026
- 20.3. To note any income received in Mar and agree action on outstanding invoices
- 20.4. To ratify payments made since the last meeting and agree payment list
- 20.5. To review actual v budget as at 31 Mar 2026 and to agree the year end accounts
- 20.6. To agree the asset register as at 31 Mar 2026
- 20.7. To note the external auditors instructions and timetable for 2025/26
- 20.8. To consider the Internal Auditors report for 2025/26
- 20.9. To consider the assertions on, and complete, the Annual Governance Statement 2025/26 and to authorise the Chair and Clerk to sign the document
- 20.10. To consider and approve the Accounting Statements 2025/26 and to authorise the Chair to sign the document
- 20.11. To consider reappointing Robin Goreham to carry out 2026/27 internal audit
- 20.12. To consider investing council funds with CCLA Investment Management

21. To consider documentation from solicitor regarding land ownership at Jubilee Gardens

22. Correspondence (information only)

- 22.1. Norfolk Local Government Reorganisation from South Norfolk Council
- 22.2. Norwich to Tilbury update

23. Open forum for public participation: second opportunity to hear from members of the public

24. To receive items for the next agenda

**Item 17.2 New planning applications**

<b>Ref No.</b>	<b>Location</b>	<b>Details</b>
2026/0648	45A Birchfield Lane	External alterations to provide new windows and roof lights
2026/0552	86 Bromedale Avenue	Lawful development certificate for the proposed partial conversion of garage and installation of rear velux window for use as studio salon
2026/0797	Dairy Farmhouse Norwich Road	Variation of condition 2 - create enclosed lobby within existing side porch and adjustments to front fenestration and rear extension