

## **The Parish Council Meeting of Mundford Parish Council**

**Date: Thursday 5<sup>th</sup> April 2018**

**Time: 7.30pm**

**Venue: The Cricket Club - Mundford**

**All councillors are summoned to attend**

### **AGENDA**

- 1. THE CHAIRMAN'S OPENING REMARKS**
- 2. APOLOGIES OF ABSENCE**
- 3. ACCEPT AND SIGN THE MINUTES – To accept and sign the minutes as a true record of the meeting held on 1<sup>st</sup> March 2018**
- 4. TO RECEIVE DECLARATIONS OF INTEREST**
- 5. MEETING SUSPENDED FOR PUBLIC PARTICIPATION**
- 6. MATTERS ARISING**
  - 6.1 Outstanding Highway Matters**
  - 6.2 Allotments – to discuss (if any) any outstanding or future matters**
  - 6.3 Handyman/Gardener – update on outstanding and future projects**
  - 6.4 Customized signs into Village – Progress report**
  - 6.5 New Benches – update if any of any new donations for the last bench**
  - 6.6 Wild Flower area by the War Memorial – progress report**
  - 6.7 Mundford Post Box – update**
  - 6.8 Planning Protocol – to formally adopt a Planning Protocol for Mundford Parish Council**
  - 6.9 General Data Protection Regulations (GDPR)– to discuss and appoint a Data Protection Officer (DPO) – this can be the Clerk or this service can be offered from an outside company such as the Local Council Public Advisory Service – fees will apply.**
- 7. CORRESPONDENCE – The Clerk / Chair will read out any outstanding correspondence that has not been previously circulated**
- 8. FINANCE**
  - 8.1 Payments and Cheques for the March invoices – to agree and sign the payments**
  - 8.2 Internal audit – to formally agree and minute that Serena Barnes will carry out the internal audit of the Parish Councils accounts in preparation for the external audit for 2017/2018**
  - 8.3 Parish Council Financial Regulations – to adopt updated financial regulations**
  - 8.4 Web report from Mrs Godfrey for March**
  - 8.5 Bus Service – March Passenger Figures**
  - 8.6 Church Mower – Service charge - to discuss agreement made one 6<sup>th</sup> July 2017 minute number 8.2**

## 9. PLANNING APPLICATIONS

### **3PL/2014/0970/A Browns Kitchens Swaffham road IP26 5EH**

Business signs, 1 fascia sign, 1 projecting sign and 3 hoardings (retrospective) dated 29<sup>th</sup> October  
Split decision has been made as follows – **Planning approval granted for the Mundford Gift Shop signs that are located outside the shop and on the fascia. Planning is not approved for all the car wash signs on the Browns site and the Mundford gift shop sign that is mounted on the fence alongside the car wash signs.**

**Enforcement notice issued 16<sup>th</sup> August 2016 – Complaint letter has been sent to District Cllr Nairn regarding the lack of response to this issue.**

### **3PL/2017/1458 variation to 3PL/2016/1209/VAR**

2 residential Dwellings St Leonards Street IP26 5DW

To remove conditions 7&8 (copy of conditions attached) as the Highway Department has confirmed that this work is not necessary

Dated 24<sup>th</sup> November 2017

**Variation of conditions refused**

### **ENF/289/17/CAS Land at Lynford Road**

Breach of planning control

Notice took effect from 27<sup>th</sup> November 2017 and owners have 9 calendar months (27<sup>th</sup> August 2018) to comply with the following order

Permanently cease the use of land for residential purposes

Permanently remove all caravans and associated residential items and infrastructure

Reinstate the land to its condition prior to commencement of residential use

**17<sup>th</sup> January 2018 Planning enforcement have been informed of more debris and another caravan being put on this site.**

**7<sup>th</sup> March 2018 – Planning enforcement informed of more machinery and debris being put on this site.**

### **3PL/2018/0168/F Development at 4 & 6 Lynford Road, Mundford**

Erection of New Dwelling House and Garage

Dated 8<sup>th</sup> February 2018

No Objections

### **3PL/2018/0202/HOU 14 Malsters Close Mundford**

Two Storey rear extension to make a larger kitchen diner and new bedroom and ensuite

Dated 8<sup>th</sup> March 2018

8 Objections and 1 No Objections

Comments :- Plan seems to incorrect as it refers to 18 Malsters Close

This would reduce sunlight to No 16 which is already next door to No 18 which had a similar extension built many years ago and No 16 will be hemmed in completely with little sunlight from Sept to March

### **3PL/2018/0247/F 34 Swaffham Road Mundford**

Change of use garage to dwelling and extension

Dated 19<sup>th</sup> March 2018

### **3PL/2018/0292 1 The Grove Mundford**

Remove existing porch and replace with a new porch

Dated 13th March 2018

## 10. STREET LIGHTING

### 11. REPORTS

11.1 District Cllr Mike Nairn

11.2 County Cllr Fabian Eagle

### **12. MEMBERS' MATTERS – items for agenda for next Month's meeting**

**Mrs P Angus Clerk to the Council and Responsible Financial Officer**

**2a Swaffham Road, Mundford, Norfolk, IP26 5EG**

**Telephone 01842 879152 Date: 27<sup>th</sup> March 2018 Signed: *P Angus***

**The Public and Press are warmly invited to attend.**