

Minutes of the Meeting of Mautby Parish Council held on 28th January 2026 at 7.30pm at Runham Village Hall

Present: Mark Bullent, Chair
Sarah Flatman
Jean Hodgson
Ruth Easter
Vivyan Bishop
Sara Burns, Parish Clerk

Also present: Borough Cllr Adrian Thompson

1. Apologies for absence

Amanda Bayfield and Paul Newby sent their apologies, accepted by all.

2. Declaration of interest for items on the agenda

Jean Hodgson declared an interest in the Village Hall as a member of the Village Hall committee.

3. To approve minutes of the previous meeting

The minutes of the previous meeting held on Wednesday 26th November were approved, agreed by all.

4. Public Forum

a. Public

No members of the public present.

b. Country / Borough Councillors

Borough Cllr Adrian Thompson reported the following:

- The flooding at Church Farm has been resolved
- The road opposite Thrigby Farm leading to Manor Farm is booked in for High Velocity Treatment to fill hose. From 2027, this road will be routinely resurfaced.
- The streetlights in Runham will be installed in February. This work will be done by Cousins.
- Elections have been cancelled, the next vote for Councillors will be in May 2027.

c. Police

No Police present.

5. Clerk Report

- a. No update from the IBD, Clerk to chase email again and find alternative contact address to move this matter on further.
- b. Reported the new Parish Council website is now live, Clerk to update details on the noticeboard.
- c. Confirmed the Mautby defibrillator has been replaced and is up and running.
- d. Confirmed the approval of Maple Trees for Grass Cutting in 2026.

6. Finance

- a. Finances 2025/26 to date. Since the last meeting the following has been received:

i.	Unity Bank	Interest	£77.92
ii.	Adnams	Community Grant	£2100

- b. Payments – it was agreed to pay the following. All agreed:

i.	Sara-Louise Burns	Salary Dec & Jan 2025/26	£378.29
ii.	HMRC	PAYE Dec & Jan 2025/26	£47.40

7. Correspondence and Consultations

None on this occasion

8. Planning

a. New Applications

None

b. Applications considered between meetings

06/24/0589/HH – Revised – Erection of new outbuilding for storage of on-site machinery and associated workshop – Mill Hill House, Mautby Lane, Mautby NR29 3EB – **No Objections**

c. Decisions

None

d. Tree Preservation Order

No.18 of 2025 – Trees on Land at Bracken Lodge, Runham, Mautby NR29 3EF

After discussion, the council decided they have no objection to this TPO, agreed by all.

9. Reports from Councillors and Outside Bodies

a. Risk Assessments and Defect Reports around the parish including Highways and Street Lights

i. Mark Bullent noted there is a fallen tree on an unadopted road, between Chapel Road and Church Lane. It has been down for some time and this needs to be resolved as this is used regularly as a footpath. Clerk to find out who owns this road and add to next agenda until this matter is solved.

ii. Ruth Easter reported several potholes that need repairing, RE to email Clerk with w3w (what3words) location to be reported.

b. Health and Safety

Nothing to report on this occasion.

c. Village Hall Committee Report

Jean Hodgson reported the following:

- The Christmas Lunch was a huge success
- There is a quiz night on 31/01 which has sold out
- There is a tree branch that has fallen over the wall from the neighbouring garden which needs to be removed
- The VHC have had a meeting to pencil in event dates for this year, once dates are confirmed the council will be updated.

d. Village Green

Nothing to report on this occasion.

e. Policing and Vandalism

Nothing to report on this occasion.

f. SAM2 Results

Result have been circulated, Clerk to add results to website.

10. Policies to Adopt:

a. Data Information Audit

Policy adopted, approved by all.

11. Items for inclusion on the next agenda

- Ownership of unadopted road as discussed in 9.a.i.

12. Reports from Councillors and outside bodies – For information only.

Vivyan Bishop and Ruth Easter noted there are dogs down Low Road, off a lead and uncontrolled. They both reported instances where they have been approached by the dogs in a threatening manner. Cllr Adrian Thompson recommended this is a police matter and report this.

13. Date of next meeting: Wednesday 25th March 2026 7.30 at Runham Village Hall

Meeting closed at: 20:20

CHAIRMAN