

MAUTBY PARISH COUNCIL

Incorporating the villages of Mautby, Runham and Thrigby

Tel: 07979109019; Email: clerk@mautbyparishcouncil.gov.uk Web: www.mautbyparishcouncil.gov.uk

Chair: Mr Mark Bullent

Parish Clerk: Mrs Sara Burns

To Members of the Council,

You are hereby summoned to attend a meeting of Mautby Parish Council on **28th January 2026 at 7.30pm at Runham Village Hall** for the purpose of the transacting following business:

S. Burns Parish Clerk Thursday 22nd January 2026

1. **To Consider apologies for absence**
2. **Declaration of interest for items on the agenda and applications for dispensation**
3. **To Approve the minutes of the meeting held on 26th November 2025**
4. **Public Forum**
 - a. Public
 - b. County / Borough Councillors
 - c. Police
5. **Clerk Report**
 - a. Contacted IDB 02/12/25 regarding having the drains in Mautby cleared, no response yet.
 - b. The new Parish Council website is now live
 - c. Mautby Defibrillator is now in place and live on the Circuit.
 - d. Given the go ahead for Maple Trees Grass Cutting in 2026, previous Clerk tendered last year, for the next three years.
6. **Finance**
 - a. To note the financial update 2025/26, bank reconciliation and receipts since last meeting
 - b. To consider payment of the following:

i.	Sara-Louise Burns	Salary Dec2025 & Jan 2026	£378.29
ii.	HMRC	PAYE Dec 2025 & Jan 2026	£47.40
 - c. Payments made:

i.	Steve Jackman	Website Update	£175
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 - d. To approve the 2026/27 budget and precept request (previously circulated)
 - e. To appoint internal auditor for 25/26 accounts
7. **Correspondence and Consultations**
8. **Planning**
 - a. New Applications
None
 - b. Applications considered between meetings
06/24/0598/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 (enclosed)

9. Reports from Councillors and Outside Bodies

- a. Risk Assessments and Defect Reports around the Parish including Highways and Streetlights
- b. Health and Safety
- c. Village Hall Committee Report
- d. Village Green
- e. Policing and Vandalism
- f. SAM2 Results

10. Policies to adopt:

- a. Data Information Audit

11. Items for inclusion on the next agenda

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

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