

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 **Wednesday 30th September 2026 at 7.30pm at Runham Village Hall** for the purpose of the transacting following business:

S. Burns Parish Clerk 24th September 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 29th July 2026
4. Public Forum
 - a. Public
 - b. County / Borough Councillors
 - c. Police
5. Finance
 - a. To note income, expenditure and bank balances up to 31st of August 2026 (see enclosed)
 - b. To consider payment of the following:

i.	Sara-Louise Burns	Salary Aug & Sept 2026	£385.12
ii.	HMRC	PAYE Aug & Sept 2026	£44.00
iii.	Norfolk Parish Training & Support	Councillor Training	£102.00
iv.	AAA Pest Control	Mole control	£125.00
 - c. To ratify the following payments:

i.	Nick Bayfield	Security Nuts/Solar security	£18.95
ii.	DS Carpentry	Slow Down Sign	£120.00
 - d. National Joint Councils (NJC) Pay Scales 2026-27
To approve Clerk salary increase in line with NJC pay scales for 2026-27:
SCP 15 £15.56ph to SCP 15 £16.08ph
To approve back dated payment of increase to April 2026
 - e. To consider quotes from Gutter Cleaning companies for Village Hall Gutter cleaning
 - f. To note Community Action Norfolk (CAN) Membership Cost
 - g. Norfolk Parish Training and Support – Seminar
To contribute a third of the cost of NPTS Autumn Seminar – £9.60 (inc VAT)
 - h. To suggest and identify any budget items for the 2027-28 budget
6. Correspondence and Consultations
 - a. Invitation to Bid for Parish Partnership 2027/28
 - b. Rural Flegg, Caister and Coastal Villages Police Neighbourhood Event Information, circulated.
7. Planning
 - a. New Applications
None
 - b. Applications considered between meetings

06/26/0037/F - Land at Hillborough Hole Filby Road Great Yarmouth NR29 3DG - Construction of 4no. new poultry breeding and rearing sheds and 4no. bulk feed bins, with linking corridor as an extension to 4no. existing poultry rearing sheds, and associated concrete apron and roadways, to house an additional 27,450 broiler hens (creating a combined maximum capacity of 57,200 birds overall). Associated adaptations to existing poultry sheds to install a forced litter drying system and drainage. **No comment**

BA/2026/0201/AGR – Woodland known as, Mautby Lakes, to east and west of Mautby Lane, Mautby - Proposed upgrades to track for forestry operational needs – **No comment – Application withdrawn on 21.08.2026**

BA/2025/0342/FUL - Land Opposite Providence House, School Road, Runham, Mautby - Retrospective extension of animal shelter and change of use of building and land to storage. – **No comment**

c. Decisions
None

d. Other Planning Matters
TPO No.18 of 2025 – Response regarding queries with TPO.

8. 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. Fibre Broadband in Runham
- f. Defibrillator training
- g. Policing and Vandalism
- h. SAM2 Results

9. Policies to review:

- a. Risk Assessment

10. Items for inclusion on the next agenda

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

12. To receive an update regarding Runham Village Hall – Septic Tank Issues

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