

METFIELD PARISH COUNCIL

Chair: Mr Peter Mortimer, Fir Tree Farm, Metfield, Harleston, Norfolk, IP20 0LP Tel: 01986 785396

Clerk: Mr Steve Blackburn, Spring Cottage, Hares Lane, Westhall, IP19 8RG Tel: 01502 575862

Email: clerk@metfieldparishcouncil.gov.uk

Councillors are summoned to a meeting of Metfield Parish Council to be held on Monday 14th September 2026 at 7.30pm in the Village Hall. All members of the public are welcome to attend.



Steve Blackburn, Clerk to the Council
7th September 2026

AGENDA

- 1 Apologies for absence
- 2 Declaration of Acceptance of Office – Cllr Darren Honey
- 3 Declarations of interests
- 4 To sign as an accurate record the minutes of the meeting held on 13th July 2026
- 5 Matters arising
- 6 Reports from County Councillor and District Councillor
- 7 Matters raised by members of the public
 - (a) Letter from Mr Peter Twiss
 - (b) Letter from Mr Jeremy Boardman
- 8 Finance:
 - (a) To confirm payments made since the last meeting
 - (b) To approve payments due
 - (c) To note payments received
 - (d) To receive a budget and bank reconciliation as at 31 August 2026
- 9 Planning:
Recent applications:
 - DC/26/03249 – Wakelyns – Proposed water treatment works
 - DC/26/03759 – Rosemary, The Street- works to trees
 - DC/26/03762 – The Old Mill, Mill Lane – Demolition of garage and new side extensionDecisions:
 - DC/26/01470 – Nu Tree Farm, Agricultural Access – Approved with conditions
 - DC/26/02753 – 2 Doctors Lodge, Skinners Lane – roof works – Approved with conditions
- 10 Playground:
 - (a) Update on improvements to date
 - (b) To agree further works
 - (c) To consider arrangements for inspections
- 11 Cemetery
- 12 Correspondence
- 13 Matters raised by Councillors

Date of Next Meeting: Monday 9th November 2026

Questions and queries can be raised in advance with the Chair, Clerk, or Councillors by email, telephone or in person.

SUPPLEMENTARY INFORMATION

9 planning

Caravan parked near The Close

11 Cemetery

(a) Tree trimming

(b) Grow-through matting £1,099

7 (a) Invoices paid between meetings

		Net	VAT	Total
Suffolk Garden Services	Cut 8 – 9 July	150.00	-	150.00
Suffolk Garden Services	Cut 9 – 5 August	150.00	-	150.00

(b) Payments due

		Net	VAT	Total
S C Blackburn	Net Salary July - September	601.55	-	601.55
HMRC	Income Tax due on the above	150.20	-	150.20

(c) Receipts

		Total
BMSDC	Precept II	4,125.00

(d) Budget review and bank reconciliation as at 31 August 2026 – see attached