

HP HC HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: parishclerk@hellesdon-pc.gov.uk

PARISH COUNCIL MEETING

**Notice of meeting to be held on Tuesday 1 September 2015 at 7pm in
The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon,
for the purpose of transacting the following business.**

AGENDA

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

WELCOME

1. **Apologies and acceptance for absence**
2. **Declarations of Interest and Dispensations**
 - (a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**.
(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – *Please contact the office should any item need clarification*)
 - (b) Clerk to report any written requests for dispensation in respect of items on this agenda.
3. **To receive approval of minutes of the meeting held on 4 August 2015 from those members present at the respective meeting**
4. **Public Participation** (as permitted by Standing Order 3d & 5kxiii)
Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
5. **Report from Police to include Parish Crime Figures**
6. **Report from County Councillor**
7. **Reports from District Councillors**
8. **Report from Chairman/Clerk/Deputy Clerk**
9. **Financial Matters**
 - 9.1 Verification of Vouchers
 - 9.2 Bank Reconciliation
 - 9.3 Approval of Accounts vouchers numbered Receipts 127 – 144 /Payments 320 – 430
10. **General Matters**
 - 10.1 To note list of items of correspondence not circulated as detailed at the end of this agenda
 - 10.2 To consider current position in respect of representatives to Hellesdon Parish Hall Management Committee.
 - 10.3 To consider renewal of Nplaw legal retainer at a cost of £400.00
 - 10.4 To consider suggestions for naming of roads at Carrowbreck House development.
 - 10.5 To receive report of Local Council Advisory Service seminar held on 15 July 2015
 - To consider recommendation to join LCAS.
 - 10.6 Motion to Council: This council agrees that the BDC New Homes Bonuses from 2012/13 and 2013/14 (totaling approx. £15k) is ring fenced to be used towards purchase of a new grounds storage facility. (Cllr Gurney)

- 10.7 Neighbourhood Plan
- To consider appointment of Consultants to assist in the preparation of a neighbourhood plan.
 - To set date(s) for additional meeting of the Council to meet with appointed consultants.
- 10.8 To receive a report and update on the resurfacing of the car park at Hellesdon Community Centre.
- 10.9 To consider continuation of Parish Council office opening hours on Thursday evenings and Saturday mornings.
- 11. Activities**
- 11.1 Carnival Committee
- To note meeting held 20 August 2015. Draft Minutes of meeting supplied
 - To address any questions of the meeting
 - To consider donation of £50 to Old Catton Football Club for loan of barriers
 - To consider any recommendations
- 11.2 Residents Party(s) Working Group. (Dates - 5 Dec Over 65's & 12 Dec Fun night.)
- To note meeting held 5 August 2015 and to receive a verbal update / report from the clerk.
 - To address any questions of the meeting.
- 12. Planning**
- 12.1 Committee meeting
- To note meeting held 1 September 2015
 - To address any questions of the meeting(s) (consecutive mins supplied as available)
- 12.2 To consider issuing application for removal of planning condition 3(a) for application number 20150270
- 13. Playing Fields, Amenities & Allotments**
- 13.1 Nothing for meeting
- 14. Media & Communications**
- 14.1 Committee meeting.
- To note meeting held 10 August 2015 & to receive committee approval of the minutes from those members present at the held meeting - Draft minutes supplied
 - To address any questions of the meeting
- 15. Property, Policy & Resources**
- Property, Policy & Resources
- 15A.1 To receive a report from HPH appointed members
Traffic Highways & Environment
- 15B.1 SAMS. To receive Data captured from last location – Location set group 2.
- 16. Staffing** - any consideration of a personal and/or confidential matter to be considered following a resolution to exclude the press and public
- 16.1 Nothing for meeting
- 17. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following items in view of the confidential nature of the business to be transacted. If resolved, such matter to be dealt after agenda item 19.**
- 17.1 HCC Lease Review Working Group
- To receive and note project status report
- 18. Exchange of information**
- 19. Time and Venue of next Council meeting on Tuesday 6 October 2015.**

Note to Members – Register of Members Interest

Should any change need to be made to your form please be reminded that this should be actioned within 28 days of the change

THE PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING

Mrs Patricia Kirby Clerk to the Council dated *24 August 2015*

List of items of correspondence not circulated for PC meeting 1 September 2015

BDC Local plan. Adoption of development management DPD from 3 Aug 2015
BDC communication in respect of imminent contact by developer of residential development adj
Carrowbreck House regarding joint proposals for street naming.
Hellesdon Medical Practice. Concerns for capacity following Golf Course Development
Proposals.
Norfolk Police & Commissioner Monthly Round Up. – 24 August 2014