

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 1 December 2015 at 7.30pm in
Hellesdon Community Centre, 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 3 November 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 333 – 366/Payments 578 – 637
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 discuss Sports Council proposition. (Cllr Walsh)
 - 10.3 NACC. To receive a briefing from appointed representatives of meeting held 2 Nov.
 - 10.4 Finance & Operations Working Group
 - To note meeting held 5 November 2015
 - To address any questions of the meeting(s)

11. Activities

Carnival 2016.

11.1 To receive Terms of Reference as prepared to date and to determine level of matters reserved to Full Council.

11.1(i) Working Group

- To note meetings held 5 & 19 November 2015 – reports supplied
- To address any questions of the meeting(s)

11.2 Residents Party(s) Working Group. (Dates – 5 Dec Over 65's & 12 Dec Fun night.)

- To note meeting held 19 November 2015 – verbal report at meeting
- To address any questions of the meeting(s)

12. Planning

12.1 Committee meeting

- To note meetings held 1 December 2015 (consecutive mins supplied as available)
- To address any questions of the meeting(s)

12.2 Planning Application 20151770 – Royal Norwich Golf Club

- To consider date for additional PC meeting in order to determine decision
- To consider any needed questions to BDC in order to support the decision making process

13. Playing Fields, Amenities & Allotments

13.1 To receive HEL2 (Allotment & Open Space) Expenditure ledger to date & consider reconstruction of original allotment site path.

13.2 Committee meeting

- To note meeting held 23 November 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

13.3 To receive information from Committee Chairman in respect of outstanding feasibility report

14. Media & Communications

14.1 Committee meeting

- To note meeting held 9 November 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
- To consider recommendation to
 - cease paid advertising in The Grapevine
 - produce The Grapevine as a 16 page full colour publication on gloss paper from the Summer 2016 edition

15. Property, Policy & Resources

Property, Policy & Resources

15A.1 To receive a report from HPH appointed members

15A.2 To consider further the current situation in respect of HPC appointed members to HPH Management Committee

15A.3 To consider contribution for grass cutting in 2015 at St Mary's (budget £750.00)

15A.4 Committee meeting

- To note meeting held 16 November 2015. Draft minutes supplied at meeting
- To address any questions of the meeting.
- To set date of meeting to consider budget in respect of CC8

Traffic Highways & Environment

15B.1 SAMS. Data unavailable.

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 Committee meeting

- To note meeting held 30 November 2015 – Draft minutes supplied at meeting
- To address any questions of the 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 set details of group meeting. (Suggest during office hours)

17.2 To address matters in respect of BDC refusal to vary gates at Arden Grove. (HEL2)

18. Exchange of information
19. Confirmation of Time and Venue of next Council meeting on Tuesday 5 January 2016.

CLOSE

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 November 2015*

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

Thank you card for leaving gift.
BDC Planning Investigation cases October 2015
SNDC Notification of adoption of Local Plan Documents
BDC Rough Sleeper count