

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 3 November 2015 at 7.30pm 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 6 October 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 227 – 332/Payments 518 – 576
 - 9.4 To receive External Auditor Certificate & Opinion for 2014/2015
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 papers in respect of Norfolk ALC AGM to be held 6 January 2016.
 - 10.3 To consider attendance at BDC Annual Meeting for Town & Parish Councils 12 Nov.
 - 10.4 NACC. To receive a briefing from appointed representatives of meeting held 2 Nov.
 - 10.5 To consider LCRS Action Plan. Document unavailable due to resources.
 - 10.6 Finance & Operations Working Group
 - To note meeting held 29 October 2015
 - To address any questions of the meeting(s)
 - 10.7 To agree revised dates for committee budget setting meetings

- 11. Activities**
- 11.1 Carnival Committee.
- To note meeting held 29 October 2015
 - To address any questions of the meeting(s)
 - To consider recommendation for a remit to plan, organize & deliver a carnival on 16 July 2015.
- 11.2 Residents Party(s) Working Group. (Dates – 5 Dec Over 65's & 12 Dec Fun night.)
To note preparation of A5 flyers for distribution via the schools to promote the fun night event
- 12. Planning**
- 12.1 Committee meeting
- To note meetings held 20 October & 3 November 2015 (consecutive mins supplied as available)
 - To address any questions of the meeting(s)
- 13. Playing Fields, Amenities & Allotments**
- 13.1 Nothing for meeting
- 14. Media & Communications**
- 14.1 Website. To receive an update from Cllr Prutton & Knowles of the liaison group and to ratify additional expenditure of £190.00 in respect of the e-booking system
- 15. Property, Policy & Resources**
- Property, Policy & Resources
- 15A.1 To receive a report from HPH appointed members
Traffic Highways & Environment
- 15B.1 SAMS. Data unavailable.
- 15B.2 To consider letter from resident & holding response 'Crossing Middletons Lane'
- 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 12 & 23 October & 2 November 2015 – Approved/Draft minutes supplied
 - 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 note meeting held 28 October 2015. Confidential Report(s) supplied
 - To address any questions of the meetings
- 18. Exchange of information**
- 19. Confirmation of Time and Venue of next Council meeting on Tuesday 1 December 2015.**

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 *27 October 2015*

List of items of correspondence not circulated for PC meeting 3 November 2015

Hellesdon PCC notification of re-surfacing during October of the access road which leads to parish hall (road belongs to the church & is deemed to be part of the churchyard)

BDC notification of refusal to planning application to vary permission re Arden Grove gates