

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 5 January 2016 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 1 December 2015 & 10 December 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**
9. **Financial Matters**
 - 9.1 Verification of Vouchers
 - 9.2 Bank Reconciliation to include reconciliation of Pre-Fund Account as at 30 October 2015 not reconciled at December meeting.
 - 9.3 Approval of Accounts vouchers numbered Receipts 367 – 380/Payments 638 – 709
10. **General Matters**
 - 10.1 To note list of items of correspondence not circulated as detailed at the end of this agenda
 - 10.2 Set details of Annual Parish Meeting (suggest 12/19 April 2016) and consider format /promotion/chairmanship of the meeting
11. **Activities**
 - 11.1 Carnival Committee
 - To note meeting held 17 December 2015. Report of meeting to be supplied
 - To address any questions of the meeting
 - To consider recommendation for ticket sales of a Grand Raffle to be given to charity and that the supported charity is EACH. (East Anglian Childrens Hospice)
 - 11.2 Residents Party(s) Working Group. Briefing of Over 65's Party - 5 December 2015.

12. **Planning**
 - 12.1 Committee meeting
 - To note meetings held 15 December 2015 & 5 January 2016
 - To address any questions of the meeting(s) (consecutive mins supplied as available)
13. **Playing Fields, Amenities & Allotments**
 - 13.1 Nothing for meeting
14. **Media & Communications**
 - 14.1 Nothing for meeting
15. **Property, Policy & Resources**

Property, Policy & Resources

 - 15A.1 Committee meeting
 - To note meeting held 10 December & 21 December 2015 - Draft minutes to be supplied
 - To address any questions of the meeting
 - 15A.2 To consider CIL payment of £2088.14 received for developments in the previous 6 months
 - 15A.3 To consider appointment/continuation of Internal Auditors for 2016/2017

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 Nothing for meeting
17. **Exchange of information**
18. **Time and Venue of next Council meeting on Tuesday 2 February 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 December 2015*

List of items of correspondence not circulated for PC meeting 5 January 2016

Resident communication from resident re Access only roads in Hellesdon. (Forwarded to NCC)