

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 5 April 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 March 2016 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
 - 9.3 Approval of Accounts vouchers numbered Receipts 487 – 705/Payments 870 – 968
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 receive a briefing from appointed persons of meeting held with IT providers and to consider costs for providers IT support.
 - 10.3 Finance & Operations Working Group
 - To note meeting held 21 March 2016
 - To address any questions of the meeting
 - To receive consider and adopt the draft strategic plan - Mr J Madden JRM Resource Management will be in attendance.
 - To consider
 - Adoption of the Strategic Plan
 - Obtaining a Corporate Credit Card

- 10.4 To consider letter from resident in respect of commemoration plaque on existing bench for HM Queens 90 birthday
- 11. Activities**
- 11.1 Residents Party(s) Working Group. Nothing for meeting
- 11.2 HM Queen 90th Celebration Working Group (Weekend 10/11/12 June 2016)
- To note meeting held 14 March 2016. Chairman to brief
 - To address any questions of the meeting(s)
- 12. Planning**
- 12.1 Committee meeting
- To note meetings held 15 March & 5 April 2016
 - To address any questions of the meeting(s)
- 13. Playing Fields, Amenities & Allotments**
- 13.1 Committee meeting.
- To note meeting held 15 March 2016 & 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
- 13.2 Hellesdon Bowls Club. To receive a briefing from the Chairman in respect of meeting held with the club following recent media articles and to consider an all-inclusive charge of £2300.00 for the use of the 'Home' changing room by HBC at such times relevant to green hire. Changing room hire to be in accordance with established hire procedures and will only apply when the facility has not been hired by an all-inclusive sports club.
- 13.3 To consider request from Hellesdon Bowls Club for use of the green from 23 April - outside of season.
- 13.4 To consider hire charge per junior team to exclude changing rooms of
- £135.40 for 2015/2016 season
 - £142.20 for 2016/2017 season
- 13.5 To consider matter of Drone flying at Cottinghams Park.
- 14. Media & Communications**
- 14.1 Nothing for meeting
- 15. Property, Policy & Resources**
- Property, Policy & Resources*
- 15A.1 To consider renewal subscription of Clerks & Councils Direct
- 15A.2 To consider renewal subscription of NflkALC
- 15A.3 To consider renewal subscription of Local Council Review LCR
- 15A.4 To consider insurance renewal for 2016/17.
- Traffic Highways & Environment*
- 15B.1 SAMS. To receive Data captured from last location – Location set group 3.1 – Low Road data
- 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 item(s) 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 29 March 2016. Confidential Reports supplied
 - To address any questions of the meetings
 - To consider recommendations as documented in the confidential report
- 17.2 To address non compliance of policy regarding article in 26 March 2016 Just Hellesdon 'End of an era for carnival'
- 18. Exchange of information**
- 19. To confirm date, time and venue of next Council meeting – the annual meeting of the council on 10 May 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 29 March 2016

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

Norfolk County Council – notification of planning consultations electronically from 1 April 2016
BDC notification of Adoption of Hellesdon Neighbourhood Area in respect of Neighbourhood Plan