

HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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Minutes of the meeting of the Parish Council held on Tuesday 5 January 2016 at 7pm in Diamond Jubilee Lodge, Wood View Road, Hellesdon

PRESENT

Mrs S Gurney - Chairman

Mr A Adams	Mrs D Attenborough	Mr G Britton	Mrs U Franklin	
Mr D Ghimire	Mr R Grady	Mr N Hopkins	Mr D Jones-Blackett	
Mr D King	Mr J Knowles	Mrs S Prutton	Mr M Walsh	Miss J Wright

Mrs P Kirby – Clerk to the Council

IN ATTENDANCE

Mr Mark Knight – HPC Administration Officer

Cllr Gurney opened the meeting, welcomed those present and stated an additional item would be included in the meeting. This was to receive a briefing of the recent SNAP meeting and this would be agenda item 10.3.

176. Absence and Apologies for absence

Cllr's Buck & Everett – apologies received and accepted.

177. Declarations of Interest and Dispensations

In respect of the minutes, reaffirmation of previous declarations from those present who declared an interest at the last meeting.

Cllr Adams. Any matters relating to Norfolk County Council & Broadland District Council
Non pecuniary interest – Norfolk County Councillor Drayton & Horsford & Broadland District Councillor .

Cllr Grady. Any matters relating to Broadland District Council.

Non pecuniary interest – Broadland District Councillor.

Cllr Gurney. Any matters relating to Norfolk County Council & Broadland District Council
Non pecuniary interest – Norfolk County Councillor Hellesdon Division & Broadland District Councillor.

Cllr Walsh. Any matters relating to HPC allotments.

Non pecuniary interest – Allotment tenant.

178. Minutes of the meetings held on 1 December 2015 & 10 December 2015

The minutes, having previously been circulated, were approved and signed by the Chairman as a correct record.

179. Public Participation

None in attendance.

180. Report from Police to include Parish Crime Figures

No police in attendance apologies had been received. Crime figures were not presented. The police connect report received refers to a council tax consultation and members were encouraged to deal on an individual basis.

181. Report from County Councillor

Cllr Gurney gave verbal report.

NCC is now in the budget setting period.

Soakaway drains had been installed in Hamond Road to allieviate flooding.

Reepham Road grass verge reinstatement is being addressed.

Cllr Gurney invited Cllr Adams to brief members in respect of the County Fire Brigade consultation. Cllr Adams advised there are two options for reorganization. The first which would not affect Hellesdon is to upgrade Dereham. The second option would require 500 hours of service provision for the parish to be reliant on other units. The parish councils are being asked to respond.

RESOLVED to submit a response in support of the first option in order to protect the parish.

182. Report from District Councillors

Hellesdon South East

Cllr Adams. Nothing to report.

Cllr Grady. Overview & Scrutiny are identifying topics for consideration for the next schedule of work between now and April.

Hellesdon North West

Cllr Gurney. Is responding with Cllr Buck to BDC as District Councillors regarding the Golf Course planning application and in this respect with Council agreement would seek a closed meeting for the parish council with the planning officers in order to gain responses to members questions. This was agreed. She strongly urged this council to support the holding of a separate planning meeting of BDC to determine the application.

Cllr Buck. Nothing to report.

183. Report from Chairman/Clerk

Cllr Gurney gave a verbal report

- she had secured a visit the golf course for members and this is provisionally booked for 14 January, however this will be confirmed.
- encouraged members to think of a name for HEL2 and this would be an agenda item for the next meeting.
- reminded members to give attention to category ideas for the community awards.
- working with the Clerk as agreed to formulate a robust response to BDC in respect of the Golf course application and to this extent engaging an independent specialist is being addressed.

No written report was available from the clerk due to resource issues. A verbal report advised

- the Citizens Advice Bureau outreach sessions will be held in HCC from 18 January. It is hoped the greater footfall will assist with take up.
- The Neighbourhood Planning area designation expires 22 January.

- Met with landowner in respect of non compliance of lease. Matters have been successfully addressed together with noting the councils decision to appeal. The appeal was lodged 20 December.
- Ongoing resident concerns in respect of the fence enclosure of the council office has now closed.

184. Financial Matters

9.1 – Verification of Vouchers. Signatories confirmed the check and verification.

9.2 – Bank Reconciliation. The Chairman confirmed the bank reconciliation for November. The reconciliation for the Pre-fund account which did not reconcile at the December meeting could not be addressed due to server problems. To be re-presented at the February meeting.

9.3 – Approval of Accounts.

RESOLVED to accept income of £8002.68 and expenditure of £44118.96 with petty cash payments of £33.12

185. General Matters

10.1 – Correspondence not circulated was noted.

10.2 – Annual Parish Meeting. Set for 12 April at 7pm in HCC. Delegated to the clerk in consultation with the Chairman to promote the event.

10.3 – SNAP. Cllr Prutton briefed on the meeting held 2 December. No matters relevant to the parish.

186. Activities

Carnival 2016.

11.1 – Meeting held 17 December 2015 noted.

The Chairman asked if it was correct in respect of what she had heard that members of the group had resigned. Cllr Jones-Blackett confirmed this was the case and stated those members were himself, Mrs Jones-Blackett, Mr Long & Mr Gasson. He subsequently handed a letter to the Chairman which was addressed to and therefore passed to the Clerk.

In this respect the Chairman suggested a meeting is held to consider the current situation and this would be held in place of the scheduled working group meeting on 14 January. The Chairman and Vice Chairman to attend together with remaining members of the working group together with any other councilor who wished to attend. Agreed.

Meeting was adjourned for a comfort and refreshment break at 8.19pm and reconvened at 8.29pm.

11.2 – Residents Party Working Group. The chairman gave a briefing of the party held 5 December and expanded on comments received from members in respect of complaints. This year was a different format and the view of those that assisted was that this was a great success. She thanked those who had given their time to and supported the event.

187. Planning

12.1 – Meeting held on 15 December 2015 & 5 January 2016 noted.
Questions. None received.

188. Playing Fields, Amenities' & Allotments

13.1 – Nothing for meeting.

189. Media & Communications

14.1 – Nothing for meeting.
Cllr Knowles advised the website is ready to go live and it is intended this will be the case by the end of the week.

190. Property, Policy & Resources

Property, Policy & Resources

15A.1 – Committee meeting held 10 December & 21 December 2015 noted.

Draft minutes of the meeting were not available. These to be supplied when prepared.

The first meeting considered budget proposals which were agreed to be presented for the budget setting process. The second meeting gave attention to the budget & precept for the ensuing year however a further meeting will be held in January once the tax base is confirmed.

Questions. None.

15A.2 – CIL payment of £2088.14.

RESOLVED to allocate to HCC contingency fund.

15A.3 – Appointment of Internal Auditors for 2016/2017

RESOLVED to appoint Larking Gowen for 2016/17 audit.

Traffic Highways & Environment

15B.1 – SAMS. Data unavailable noted.

191. Staffing

16.1 – Nothing for meeting.

192. Exchange of Information

Cllr Prutton reported that CSW article has generated communication with those who do not agree. On behalf of the council she will raise at the next SNAP meeting.

Cllr Gurney advised the two applications for The Whiffler developments had been refused.

193. Date Time and Venue of next meeting

The next meeting would be held in **The Council Chamber, Diamond Jubilee Lodge on Tuesday 2 February 2016 at 7pm.**

Meeting closed at 9.23pm