

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 7 June 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 Mr D Buck
Mr G Everett (from 9pm) Mrs U Franklin Mr J Knowles (from 8:33pm)
Mr D Jones-Blackett Mr D King Mrs S Prutton Mr M Walsh
Mrs P Kirby – Clerk to the Council

IN ATTENDANCE

Mrs Raquel Arroyo – HPC Clerical Support Officer
1 member of the public.

Cllr Gurney opened the meeting & welcomed those present.

31. Absence and Apologies for absence

Cllr Grady – apologies received and accepted.
Cllr Ghimire – apologies received but unable to be accepted.
Cllr Wright – no apologies received.
Late arrival was noted for Cllr's Everett & Knowles

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

Cllr Buck. Any matters relating to Broadland District Council
Non pecuniary interest – Broadland District Councillor.

Cllr Walsh. Agenda item 13.1.

Non pecuniary interest – Allotment holder.

Dispensations. None Received

33. Minutes of the meetings held on 10 May & 24 May 2016

Minutes 10 May 2016. The minutes, having previously been circulated, were approved and signed by the Chairman as a correct record.

Minutes 24 May 2016. These were not available. To be presented at the next meeting of the council.

34. Public Participation

Representations were made in respect of fly posting in the parish and posters and the like be removed. The Chairman advised that the office would seek to clarify management of this matter.

The Chairman gave thanks for attendance.

35. Report from Police to include Parish Crime Figures

Crime figures noted. The Chairman requested the clerk ascertain from PC Dye explanations in respect of numbers relative to concern for safety, suspicious circumstances and shoplifting.

36. Report from County Councillor

Cllr Gurney gave verbal report.

She reiterated the program for Bernham Road. This involves a 13 week road closure and bus route changes. Timetable and route to follow.

Work in Links Avenue to be moved to completion.

The second cut for grass verges is now in progress.

Requested weed spraying.

37. Report from District Councillors

Hellesdon South East

Cllr Adams – nothing to report.

Cllr Grady – not in attendance.

Hellesdon North West

Cllr Gurney – nothing to report

Cllr Buck – BDC commencing a shift in procedure in respect of leaf sweeping and dog and litter bin provision from wooden structures to plastic.

Grow Your Community – volunteer event planned for 11 July.

Paston Footsteps project gained Heritage Lottery Funding

38. Report from Chairman/Clerk

Cllr Gurney gave a verbal report

Since the meetings on 24 May in respect of RNGC a response has been sent to BDC and further communication has been received regarding development of proposed leased land. This was sent to the Agronomist who indicated an excessive cost.

Written report from Clerk was noted.

39. Financial Matters

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

9.2 – Bank Reconciliation. This was not available. To be presented at a future meeting.

9.3 – Approval of Accounts.

RESOLVED to accept income of £1152.95 and expenditure of £55757.50 with petty cash payments of NIL.

9.4 – Year end 31 March 2016

a) Annual Governance Statement & Statement of Accounts

b) Income & Expenditure & Balance Sheet

RESOLVED to approve.

The Clerk, in capacity as Clerk and RFO as appropriate and the Chairman signed the Audit Annual Return Annual Governance Statement & the Accounting Statements 2015/16

Meeting was adjourned for a comfort and refreshment break at 8.15pm and reconvened at 8.30pm

40. General Matters

10.1 – Correspondence not circulated was noted.

10.2 – Staff Liaison Panel

RESOLVED membership is Cllr Adams, Attenborough & Buck.

10.3 – NACC. Cllr Prutton briefed on the meeting held 1 June. The requirement for lodging complaints was reiterated.

Cllr Knowles entered the meeting at 8.33pm

10.4 – Complaint. Much discussion took place. Cllr Adams indicated changes in respect of grammatical amends and with the proposed motion receiving amendment it was **RESOLVED** to lodge the following to Mr P Kirby, Chief Executive BDC.

COMPLAINT AGAINST HEAD OF PLANNING (HOP)

That he has failed in his duty as HOP to act in a neutral manner as expected in this capacity. Despite twice attending meetings with HPC and accepting the application wasn't compliant with the planning policies of Broadland District Council (BDC) he nonetheless recommended approval of the application and spoke strongly in favour of the application. When the recommendation was changed to one of defer, just before the vote was taken he asked the Committee Members that if they decided to defer the application to at least accept it in principle. It was only when it became crystal clear that members were not prepared to do this did he withdraw the suggestion. Our complaint is it is not the responsibility of the HOP to make that kind of proposal. That would be the responsibility of a member of the Committee. Furthermore despite several members making clear what they wanted further information on he asked members to clarify on what they wanted further information. When a member put forward five items which were agreed by the Committee Members he attempted to answer the questions himself.

COMPLAINT AGAINST THE OFFICER RESPONSIBLE FOR THE APPLICATION (ORFTA)

That the ORFTA has totally failed to act in a neutral manner. The ORFTA initially failed to involve HPC when discussions on the site with Persimmon commenced in order to ascertain what HPC would like to see in terms of facilities for Hellesdon residents. It is our very firm belief that right from the start the ORFTA has been determined to push this through as quickly as possible regardless of any concerns raised by HPC, Hellesdon residents and other consultative bodies. Indeed it is the contention of HPC that he has acted as a mouthpiece of Persimmon rather than an honest broker between Persimmon and HPC. Also at a meeting between HPC and Persimmon he attended the meeting even though he had not been invited although he initially claimed the Chairman had invited him. However when questioned by the Leader of the Council about his attendance he admitted he had invited himself"

Clr Everett entered the meeting at 9.00 pm

41. Activities

11.1 – Residents Party(s) Working Group. Nothing for meeting.

11.2 – HM Queen's 90th Celebration Working Group. Weekend 10/11/12 June 2016.

(i) Meeting held 16 May 2016 noted.

Questions. None

(ii) Charity for retiring collection.

RESOLVED East Anglian Air Ambulance to receive 50%.

42. Planning

12.1 – Meeting held on 24 May & 7 June noted.

Questions. None

Recommendation to accept proposed Committee Terms of Reference

RESOLVED to accept.

43. Playing Fields, Amenities' & Allotments

13.1 – Meeting held 23 May 2016 noted. Draft minutes of the meeting were not available.

These to be approved at the next full council meeting.

Questions: None

Recommendation to accept proposed Committee Terms of Reference

RESOLVED to accept.

44. Media & Communications

14.1 – Meeting held 23 May 2016 noted. Draft minutes of the meeting were not available. These to be approved at the next full council meeting.

Questions. None

14.2 – Terms of reference. These were not available, to be considered at the next full council meeting.

45. Property, Policy & Resources

Property, Policy & Resources

15A.1 – Meeting held 31 May 2016 noted. The minutes having previously been circulated, were approved and signed by the Chairman as a true record.

Questions. None

Recommendation to accept proposed Committee Terms of Reference

RESOLVED to accept

15A.2 – Renewal subscription of SLCC

RESOLVED to renew at a cost of £260

Traffic Highways & Environment

15B.1 – SAMS Data captured from location set group 2 noted.

Location set group 3.2 was not yet available.

46. Staffing

16.1 – Meeting held 31 May 2016 noted. The minutes having previously been circulated, were approved and signed by the Chairman as a true record.

Questions. None

Recommendation to accept proposed Committee Terms of Reference

RESOLVED to accept

47. Exchange of Information

Cllr Prutton indicated that development on Eversley Road had identified asbestos. She was also attending the meetings in respect of the NDR.

Cllr Buck indicated he would attend the Neighbourhood Plan meeting at BDC
Hellesdon Youth Club is expanding in attendees and volunteers.

48. Date Time and Venue of next meeting

The next meeting would be held in **The Council Chamber, Diamond Jubilee Lodge on Tuesday 5 July 2016 at 7pm.**

Meeting closed at 9.23pm