

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 4 October 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 6 September 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 – not received as of 27th September.**
6. **Report from County Councillor**
7. **Reports from District Councillors**
8. **Report from**
 - **Chairman**
9. **Financial Matters**
 - 9.1 Verification of Vouchers
 - 9.2 Bank Reconciliation – ongoing, see later report for details.
 - 9.3 Approval of Accounts vouchers numbered Receipts 530 – 664, Payments 363 – 416.
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 discuss installing a plumbed in water cooler, with reference to the email from East Anglian Water.
 - 10.3 To discuss the recent letter from Sheila Blowers regarding her termination of contract and the possibility of engaging another contractor for combined Health and Safety and Human Resources advice.
 - 10.4 To discuss formally creating a Standing Committee with responsibility for Hellesdon Community Centre with those volunteers from September Full Council meeting (Cllrs, Buck, Fahy, Grady, Gurney, Franklin and King.)
11. **Activities**
 - 11.1 Residents Party(s). – discussion, led by Cllr. Prutton, on progress.
 - 11.2 Update from Mike Marshall concerning Groundsman's Shed.

- 11.3 Update from Mike Marshall concerning gates at Arden Grove.
- 12. Planning**
- 12.1 Committee meeting
- To note meetings held 6 and 20 September 2016
 - To address any questions of the meetings.
 - To discuss matters the subject of revised planning application 20151770 Royal Norwich Golf Club, Drayton High Road, Hellesdon, NR6 5AH.
- 13. Playing Fields, Amenities & Allotments**
- 13.1 Nothing to discuss.
- 14. Media & Communications**
- 14.1 To discuss report by Cllr. Prutton and Cllr. King regarding new I.T. equipment and contractor.
- 14.2 To discuss co-opting a member to the standing committee after the resignation of a former member.
- 15. Property, Policy & Resources**
- Property, Policy & Resources
- 15A.1 Nothing for meeting
- Traffic Highways & Environment
- 15B.1 SAMS. To receive Data captured from last location –
- Location set 2. Data – Middletons Lane – 19 August to 15 September 2016.
- 16. 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 items to be dealt after the item that confirms details of the next meeting.**
- 17. Staffing - any consideration of a personal and/or confidential matter to be considered following a resolution to exclude the press and public**
- 17.1 Update on staffing matters.
- 17.2 To discuss approving the Finance Officer to attend the course 'Preparing the Budget and Setting the Precept,' on 12 October 2016, with Norfolk PTS.
- 18.**
- 18.1 To discuss email from Robert Fell regarding S106 agreement and Mountfield Park.
- 18.2 To discuss report by Finance Officer regarding bank reconciliation.
- 19. Exchange of information**
- 20. Time and Venue of next Council meeting on Tuesday 1 November 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 *27 September 2016*

List of items of correspondence not circulated for PC meeting 4 October 2016

Department for Communities and Local Government – Neighbourhood Planning Bill
NALC Newsletter – 9 September 2016
NALC Newsletter – 16 September 2016
NALC Newsletter – 23 September 2016
NALC Precept Consultation Letter

