

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 6 December 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 November 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 29th November 2016.**
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 – balanced up to w/c 18th November 2016.
 - 9.3 Approval of Accounts vouchers numbered Receipts 872 – 1100, Payments 501 - 625.
 - 9.4 Further discussion on authorizing a Hellesdon Parish Council credit or debit card to enable easier card and online payments.
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 arrange the first meeting of the Community Centre Committee.
 - 10.3 Request from Council Administrator regarding bus shelters.
11. **Activities**
 - 11.1 Residents Party(s). – report from Cllr. Prutton.
12. **Planning**
 - 12.1 Committee meeting
 - To note meetings held 1 and 15 November 2016
 - To address any questions of the meetings.

- To select a replacement for Cllr. Wright for the Planning Committee.
 - To discuss recent budget proposals.
- 13. Playing Fields, Amenities & Allotments**
- 13.1 Update on Mountfield Park from Cllr. King.
- 13.2 To note minutes of meeting 21st November 2016.
- 13.3 Update on New Recreation Ground Play Equipment from Cllr. King.
- 13.4 To discuss recent budget proposals.
- 14. Media & Communications**
- 14.1 To discuss recent budget proposals.
- 14.2 To note minutes of meeting 7th November 2016.
- 14.2 Update on new computer equipment from Cllr. Prutton.
- 15. Property, Policy & Resources**
- Property, Policy & Resources
- 15A.1 Update on Groundsman's Shed from Council Administrator.
- 15A.2 To discuss recent budget proposals.
- 15A.3 To note minutes of meeting 22nd November 2016.
- Traffic Highways & Environment
- 15B.1 SAMS. To receive Data captured from last location –
- Location set 2. Data – Reepham Road – 15 October to 10 November 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 Hellesdon Parish Council staffing matters from Cllr. Knowles.
- 17.2 Update on Litter Warden and Bank Caretaker positions from Cllr. Knowles.
- 17.3 Cllr. Walsh to give verbal report on information required.
- 17.4 To note the minutes of the meeting of the 14th November 2016.
- 18. Exchange of information**
- 19. Time and Venue of next Council meeting on Tuesday 3 January 2016 at 7pm.**

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 *29th November 2016*

List of items of correspondence not circulated for PC meeting 6 December 2016

HELLESDON NEIGHBOURHOOD PLAN PRE SUBMISSION CONSULTATION DRAFT
CONSULTATION FROM BT REGARDING PAYPHONE REMOVALS
REPORT REGARDING LOCKING OF CEMETERY GATES
NALC NEWSLETTER 24 NOVEMBER 2016
GROUNDSMANS SHED REPORT 5 – 28th NOVEMBER 2016
GROUNDSMANS SHED REPORT 4 – 21st NOVEMBER 2016
GROUNDSMANS SHED REPORT 3 – 31st OCTOBER 2016
NALC NEWSLETTER 17 NOVEMBER 2016
EMAIL REGARDING NALC WEBSITE LOGIN FOR COUNCILLORS
NALC NEWSLETTER REGARDING NEIGHBOURHOOD PLANNING BILL

