

HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich,
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Minutes of the meeting of the Parish Council held on Tuesday 4th October 2016
at 7pm in Diamond Jubilee Lodge, Wood View Road, Hellesdon

PRESENT

Mrs S Gurney - Chairman

Mrs D Attenborough

Mr G Britton

Mr D Buck

Mr G Everett

Mrs U Franklin

Mr R Grady

Mr D Ghimire

Mr D Jones-Blackett

Mr D King

Mrs S Prutton

Mr D Fahy

Mr. J. Knowles

Kate Leggett (Minutes)

WELCOME.

Cllr Gurney welcomed all those in attendance.

121 APOLOGIES

Apologies from Cllr Walsh.

No apologies received from Cllr Wright.

122 Declarations of interest and dispensations

Cllr Buck items pertaining to Broadland District Council and Youth club.

Cllr Everett, items pertaining to Drayton Parish Council, Broadland District Council and Planning.

Cllr Grady, items pertaining to Broadland District Council and Planning.
Cllr Gurney, items pertaining to Broadland District Council, Norfolk County Council and Cottinghams Park.
No dispensations.

123 Minutes of the previous meeting

Minutes of the meeting had previously been circulated.

Cllr Prutton noted that although it had been minuted that she was not present it was in fact pertaining to Cllr Franklin. **Noted**

Cllr Everett mentioned that he had in fact been present at the meeting although he was minuted as both absent and present. **Noted.**

Cllr Prutton noted that in Exchange of Information it looks like Andy Dye had been nominated for the best kept allotment competition when in fact he had been nominated for a community policing award. She would like the sentence amended. **Noted.**

Minutes of the meeting held on Tuesday 6th September 2016 as amended were proposed, seconded and agreed as a true record.

124 Public Participation.

The meeting adjourned to take comments/questions from the members of the public present.

Mrs Janet Woods asked why the cemetery gates were always locked.

Cllr Gurney addressed the issue and advised Mrs Woods to contact the Parochial Church Council, as the Parish Council had no direct connection to the cemetery opening hours. If she had any direct questions she should contact Rev Louise Alder.

Cllr Franklin arrived.

David Southgate was present and discussed a sheltered housing project that he had tried to set up some time ago. He mentioned that he had spoken to Persimmon who have said that they are not in a position to help. Mr Southgate wanted to make the Parish Council aware that they are looking for suitable land for a sheltered housing project in Hellesdon. Cllr King said he would speak to Mr Southgate regarding this matter. It was suggested that Persimmon are contacted again about the possibility of adding sheltered housing to the 6 phase build.

Close of public participation.

125 Report from Police to include Crime figures.

This item will be addressed later when copies of the figures have been made for Councillors during the break.

126 Report from County Councillor.

Cllr Gurney gave her report.

There were Highway issues –

- 1) Flooding on Middletons Lane – the drains have to be cleared to ease the problem.
- 2) Consideration of placing double yellow lines on the corner of Heath Crescent and Fifers Lane to alleviate the parking there was discussed at the recent SNAP meeting.

- 3) Burnham Road resurfacing and kerb maintenance is in the programme of works for 2017.
- 4) Links Avenue pavements were still scheduled to be completed.
- 5) There will be a road closure in the autumn to relay the gas main on the Low Road.

In other matters the subject of devolution is being discussed at Norfolk County Council.

127 Reports from District Councillors

Cllr Buck gave a report regarding the “Paston Heritage Hub”. Work was being done towards a Youth Engagement Programme. More details to follow.

Cllr Grady commented that he was to attend a flood planning meeting at Acle.

Cllr Gurney had received some calls and emails regarding the Buddhist Temple located in Orchard Drive, off the Low Road. There was some concern over parking, it being a private driveway, and the other residents. Cllr Gurney had been to speak to the occupants in the house concerned and was told that they were seeking alternative accommodation. It was thought that a discussion needed to be had with Broadland District Council about the use of the building as it may require a change of usage from a private dwelling to an alternative usage.

128 Chairman’s Report

Cllr Gurney thanked all the Councillors that helped hold the fort and for their continued input whilst she was on holiday. She also gave thanks to the staff and our acting clerk Mo Anderson-Dungar.

She made the reassurance that despite a recent newspaper article suggesting otherwise, that the Parish Council was not in chaos. She assured those present that everyone was working together to do the best for the residents of Hellesdon.

129 Financial Matters

Information had been provided and Cllr Gurney thanked the finance officer for his hard work in aligning the accounts. The finance officer has requested further training.

Barclays have been very difficult but matters have now been resolved and all signatories are in place.

129.1 Vouchers were verified

129.2 A bank reconciliation had been distributed to members.

129.3 There was a brief discussion about payment made from a Community Centre user but it was thought that they paid each use separately and that was why they had been listed so often.

There was a lottery licence query asking if we had the appropriate gambling licence.

The Council was informed that all licences regarding this were up to date.

The accounts were agreed.

130. General Matters

130.1 Correspondence that had not been circulated was noted.

- 130.2 Update on the Water Coolers for Hellesdon Community Centre. Mrs Leggett had been in touch with the current supplier regarding a plumbed in water cooler as it was thought that the expense of bottled water was too high. A discussion was had and it was RESOLVED to accept the new agreement of a plumbed in version.
Mrs Leggett to action.
- 130.3 Discussion took place regarding the recent resignation of the Council's Health and Safety adviser. It was RESOLVED to send this item to Policy and Resources Committee for further discussion.
- 130.4 The Councillors were asked if any more of them would like to join the Committee to be set up for the management of the Community Centre, as was agreed at the last Council meeting, which will discuss Centre issues. Cllr Knowles expressed his interest in joining those already named on the Committee.

The Meeting adjourned for a break at 20.10 and reconvened at 20.20

Councillors' attention was taken back to item 5.0 (Crime Figures) as copies of the crime figures had been circulated during the break.

Discussion took place and the figures were accepted and agreed.

131 Activities

- 131.1 Resident's party. Cllr Knowles gave an update of this event. The Hellesdon Choir are planning to do a set along with a Swing Band with Christmas songs and songs of general appeal. The party date is set for the 3rd December and the caterers need to be formally approached. A meeting of the Party Committee to be called to finalise details. Discussion was also held regarding a children/family party but it was generally thought that this was no longer a feasible event. Cllr Buck asked if any Community Groups wanted to hold their Christmas parties in the Community Centre.
- 131.2 Regarding update from Mike Marshall concerning the Groundsman's shed. Noted the report was circulated.
- 131.3 Regarding update from Mike Marshall regarding Arden Grove gates. This item is to be moved to a confidential matter under a later agenda item.

132 Planning

- 132.1 Committee meetings on the 6th and 20th September, nothing to report. There were no questions. Much discussion took place regarding the proposed development of the Golf Course. The land for amenities was under discussion. There was an issue about the drop off/pick up point for the designated school site. It was noted that the Council had not been given their full allowance of 4.2 hct. The two hectares that we have been given were exclusive of land meant for D1 usage.

It was thought that the highway development would be sooner rather than later to accommodate the heavy plant that would be moving around the area. The need for the roundabout was discussed and it was considered as not necessary. It was deemed a positive point that the area which we had been given as amenities land was flat and accessible to the school. This could facilitate any future use of the land. It was also discussed that the development of the retail park at the end of Hellesdon Barn Road may influence the traffic flow. Cllr Gurney will formulate a response stating that it was a significant improvement on what had been offered in the past and that it was a positive aspect that the land designated for the Parish Council usage was next to that of the school. It was decided that the current plans would only be supported if the final development was per the current set of plans and no further amendments were made. **All agreed.** Cllr's Gurney and Buck were to attend the next planning meeting at Broadland District Council.

133 Playing Fields Amenities and Allotments

133.1 Deferred.

134 Media and Communications

134.1 Cllr's Prutton and King took the Councillors through the proposals for new IT equipment in the Parish Office due to currently operating on out of date equipment with a company that was proving to be less than reliable.

The subject of security was upmost in the Councillors' minds and guarantees would be required from any service providers that this was a priority.

Cllr Ghimire asked if the Council insurance covered cyber security.

It was generally thought that the Council needed a realistic future budget for IT and that this should include any relevant staff training.

It was RESOLVED to go with Adept IT Solutions on the understanding that any security details are discussed beforehand.

Thanks were recorded to Cllr King and Prutton for their work on this project.

134.2 RESOLVED to co-opt Cllr Ghimire onto the Media and Communication committee following the resignation of a former member.

135 Property, Policies and Resources

135a.1 Nothing for meeting

135b.1 SAMS data. Cllr Prutton gave details on the SAMS data. Thanks were recorded to Mark for collating the data. It was asked if the SAMS devices could be set up a couple of hours earlier to assess road usage early in the morning.

136 Exclusion of Press & Public

RESOLVED under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the items as advised in order to discuss matters where publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted and that this business to be discussed after the agenda item which confirms the details of the next meeting._

137 Exchange of Information

Cllr Buck updated members on forthcoming events and arrangements relating the Paston Heritage Group.

138 Date Time and Venue of next meeting

The next meeting of the council would be held in **The Council Chamber, Diamond Jubilee Lodge, on Tuesday 1 November 2016 at 7pm.**

The meeting closed to the Press and Public for discussion of the confidential items as previously agreed. Kate Leggett was asked to leave the Council Chamber at this point and did so as requested.

139 Confidential matters

139.1 Staffing Matters – the Chairman updated the Council on the current staffing issues.

139.2 Persimmon – Cllrs Gurney and King updated the Council on the latest offer from Persimmon regarding formal recreational amenity land, and stated that they would both attend and speak at the next Broadland District Council Planning Committee meeting on 5 October 2016; Cllr King to speak on behalf of HPC and Cllr Gurney as the local ward member. Agreed.

139.3 No update was available as the matter had not been discussed at Norfolk County Council Policy & Resources Committee last month.

139.4 Land adjacent to Heath Crescent – potential availability of this site was discussed.

140 Closure of the Meeting

There being no further business, the Chairman closed the meeting at 22:15