

## **HELLESDON PARISH COUNCIL**

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### **Minutes of the Extra-Ordinary Meeting of the Parish Council held on Tuesday 17 January 2017 at 7pm in Diamond Jubilee Lodge, Wood View Road, Hellesdon**

#### **Present:**

Cllr S Gurney – Chairman

Cllr D Attenborough      Cllr D Buck      Cllr G Britton      Cllr G Everett

Cllr D Fahy      Cllr U Franklin      Cllr R Grady      Cllr D Jones-Blackett

Cllr D King      Cllr S Prutton      Cllr J Wright

Mr G Ellis – Finance Officer      Mrs M Anderson-Dungar – Locum Clerk

The Chairman opened the meeting and welcomed everyone. She emphasised the importance of the budget setting process and the need to inform Broadland District Council in a timely manner. Minutes of the Council Meeting held on 3 January would be taken at the February Council meeting.

#### **198. Apologies and acceptance for absence**

Apologies were received and accepted from Cllrs Ghimire and Knowles. Cllr Walsh was absent.

#### **199. Declarations of Interest and Dispensations**

(a) The following interests were declared:

Cllr. Grady: Broadland District Council and Hellesdon Youth Club.

Cllr. Buck: Broadland District Council, Hellesdon Youth Club and Hellesdon Heritage Society.

Cllr. Everett: Broadland District Council and Drayton Parish Council.

Cllr. King: Hellesdon Youth Club and Hellesdon Heritage Society.

Cllr. Gurney: Broadland District Council and Norfolk County Council, resident of Hellesdon

(b) Dispensations were granted to the following Councillors who were residents and therefor Council Taxpayers of Hellesdon to enable discussion of

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Approved.....

Date.....

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the budget and setting the precept for 2017/18: Cllrs: Attenborough, Britton, Fahy, Franklin, Grady, Gurney, Jones-Blackett; Prutton, Sear

**200. Public Participation** (as permitted by Standing Order 3d & 5kxiii)  
The meeting adjourned for public participation.

Mr Jim Elliott raised questions on the budget setting process and the apparent lack of opportunity for members of the public to be present at discussions; the various meeting dates were clarified by the Chairman. Mr Elliott had received various documents via email and had been handed a copy of the draft budget for later discussion, but even so, he found it difficult to follow. It was explained that the current accounting software did not present information in a very user friendly manner, and that the Council (subject to ratification at this meeting) proposed to change to a different system. The accounting processes for the Community Centre had been incorporated into the main accounts, and the Chairman confirmed that this would be different in future in order to provide a more accurate picture of income and expenditure; the figures in the draft budget had erred on the side of caution as attendances at some centre run activities were down on the previous year for a variety of reasons.

The public speaking time concluded.

**200.1 Presentation from Norwich City Community Sports Foundation.**

The meeting received a presentation from Jackie Thornton of the Norwich City Community Sports Foundation on its proposals for Horsford Manor, which covered the following points:

- An overview of the charity itself with emphasis on its total financial independence of Norwich City Football Club
- The need for a facility in this area, having regard to the new homes growth in both Horsford and Hellesdon parishes
- Potential benefits to individuals, clubs and societies covering all age ranges
- Proposed phases of work – visuals were presented to illustrate these:
  - Phase 1 –to refurbish the social club, repair some of the pitches and get the site back into use
  - Phase 2 – 3G indoor pitch, 4-court sports hall, health & fitness gym, flexible spaces, café, kitchen, informal learning pods, 4 adult and 2 dry changing rooms, referees’ and medical rooms, residential bunk boxes
  - Both phases would incorporate green credentials
  - Funding target was £7m from grants, reserves, fund raising and loan

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Approved.....

Date.....

- Timescale –
  - February – take ownership, start consultation
  - March – submit planning application
  - May to August – refurbish social club
  - May to September – repair pitches
  - June – planning decision, funding, tender process
- Horsford Bowls Club would be effectively “homeless” and a year had been agreed during which to find other accommodation. The club was willing to “green-share” and the question was asked as to whether Hellesdon might be able to accommodate this. This was unlikely as the club operated at capacity due to the lack of facilities and clubs elsewhere in the area. Also the green was of insufficient length for “competition” bowls. However, the Council would be willing to consider an approach from Horsford. Another alternative would be for the bowls club to approach Horsford Parish Council with a request to build a new facility.
- Hellesdon Parish Council would be consulted as a neighbouring parish once a planning application had been submitted.

The Chairman thanked Jackie for her presentation and advised that the council had looked at the site, but with the conclusion that it was too large a project, also having regard to the land secured via a s.106 agreement for a football facility and pavilion type building on the land owned by Persimmon at the Low Road golf course site. The Council planned to work with Norfolk County Council on the proposals as the site was next to a new school; timescale was 5 to 7 years, but this would be dependent upon the housing market. The Council had also had informal discussions with Jarrolds, whose land had a full length competition bowls green; information had been requested if the site became available.

**The meeting adjourned at 8.20pm for a 10-minute comfort break and re-convened at 8.30pm.**

**201. Financial Matters**

201.1 Immediate adoption of RBS software and ceasing use of Scribe

The Finance Officer tabled information on the content and costs of the RBS software package. Immediate authorisation would enable 2016/17 data to be keyed in to make for an easier year end process. The Chairman explained that the Internal Auditor had also recommended a change during the internal audit in December. The formal report was expected soon, but their findings had been verbally discussed. Upon Cllr King’s proposal, seconded by Cllr Everett, it was **RESOLVED UNANIMOUSLY to proceed immediately with RBS at a cost of £3169.40**. This would be partly offset by the amount of £900 (cost of Scribe renewal).

Approved.....

Date.....

201.2 Budget discussions and Setting of Precept for 2017/18

The Chairman thanked members for their contribution to a rigorous budget discussion process across the council's committees which had led to the documents under discussion. There was no longer a transitional relief grant . Savings had been made where possible and practical, and it was considered that the budget as presented would continue to offer a good service to residents and maintain a high standard of maintenance across the parish. The recommendation from the Property, Policy & Resources Committee was that Hellesdon Parish Council set a precept of £421326.03 for the financial year 2017/18. This represented an increase of 5.08p.a./4/65%for a Band D equivalent property. Cllr Grady proposed acceptance of the recommendation, seconded by Cllr Buck, and it was **RESOLVED UNANIMOUSLY to set a precept of £421326.03 for the financial year 1 April 2017 to 31 March 2018**

202. Exchange of information

There was nothing to report under this item.

203. Date, Time and Venue of next Council meeting

This was confirmed as **Tuesday 7 February 2017, at 7pm, in the Council Chamber, Diamond Jubilee Lodge.**

**The meeting closed at 9pm.**