

HELLESDON PARISH COUNCIL

Minutes of the meeting of the Property Policy & Resources Committee held on
Monday 16 November 2015 at 7pm in
The Council Chamber, Diamond Jubilee Lodge, Helleston

PRESENT

Mrs S Gurney – Chairman

Mr A Adams Mr R Grady Mrs S Prutton

Mrs P Kirby - Parish Clerk

IN ATTENDANCE

Mr Shaun Otway – HPC Finance Officer

Cllr Gurney opened the meeting and welcomed those present.

1. Absence and Apologies for absence

Cllr's Hopkins & King – apologies received and accepted
Cllr Walsh – no apologies received.

2. Declarations of Interests and Dispensations

None declared.

3. Approval of the minutes of the meeting held 15 & 30 September 2015

The minutes, having previously been circulated, were approved by those members present at the held meeting and signed by the Chairman as a correct record.

4. Public Participation

No attendees

5. General Matters

Property Policy & Resources

5.1 – Project management. The Clerk advised she had together with Cllr Gurney and Kevin Sage met with Mr Marshall in respect of outstanding project work. He would apply an hourly rate of £30 to the ongoing tasks which needed completion which now included identified work to HEL2 and set fixed fees for the car park re-surfacing and the grounds new sectional building projects. The fixed fees had not yet been received. This was noted.

5.2 – 2016/2017 draft budget. The figures were considered and incorporated the amends as identified.

RESOLVED the attached budget figures are presented to the P&R Committee for the budget setting meeting scheduled for 21 December 2015.

Traffic, Highways & Environment

5.3 – Parish Partnership Scheme. No response had been received from NCC.

5.4 – 2016/2017 draft budget. Time had not allowed for this to be prepared.

Property Policy & Resources General
5.5 – Nothing for meeting

6. **Exchange of information**

None

7. **Date time and venue of the next meeting**

The next meeting, to consider the Traffic Highways & Environment matters would be set at the December full parish council meeting.

The meeting closed at 8.55pm.