

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 3rd October 2017 at 7.00pm in
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 Full Parish Council Meeting held on 5th September 2017 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.**
6. **Report from County Councilor**
7. **Reports from District Councilors**
8. **Report from:**
 - **Parish Council Chairman**
 - **Council Administrator**
9. **Financial Matters**
 - 9.1 Bank Reconciliation – up to date.
 - 9.2a Approval of Accounts – Payments – 1st to 31st August 2017.
 - 9.2b Approval of Accounts – Receipts – 1st to 31st August 2017.
10. **General Matters**
 - 10.1- To invite ideas and suggestions regarding the current round of Parish Partnership funding.
 - 10.2 - To nominate a representative from the Parish Council to lay the wreath at the Remembrance Day ceremony and to authorize the order of the wreath from Tom Gasson.
 - 10.3- Request from Council Administrator to attend an Employment Seminar on the 9th November 2017 and a course on Wesbite Development (location and price TPC).
11. **Activities**
 - 11.1 – Report from Facilities Administrator concerning Senior Residents Christmas Party.
 - 11.2 – To encourage all new councilors to attend a course running at Diamond Jubilee Lodge on 30th October 2017 at 7pm.

12. **Planning**
12.1 Committee meetings
- To note the minutes of the meetings held on 5th and 19th September 2017.
 - To address any questions of the meetings.
13. **Playing Fields, Amenities & Allotments**
13.1 - Nothing for meeting.
14. **Media & Communications**
14.1 - Nothing for meeting.
15. **Property, Policy & Resources**
15.1 Committee meetings
- 15.1 To note the minutes of the meeting held 19th September 2017.
 - To address any questions of the meeting.
 - Report from Chairman regarding the recent discussion with representatives from Broadland District Council and matters arising from this.
16. **Hellesdon Community Centre**
16.1 - Nothing for meeting.
17. **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.**
18. **Staffing** - any consideration of a personal and/or confidential matter to be considered following a resolution to exclude the press and public
18.1 To receive an update from Cllr. Knowles regarding staffing matters.
19. **Exchange of information**
20. **Time and Venue of next Council meeting on Tuesday 7th November 2017 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 Mo Anderson-Dungar Proper Officer of the Council dated 26th September
2017