

**Minutes of the Meeting of Hellesdon Parish Council
held on Tuesday 5th December 2017 in the Council Chamber,
Diamond Jubilee Lodge, Wood View Road, Hellesdon, at 7.00p.m.**

PRESENT:

Cllr. Gurney Cllr. Knowles Cllr. Prutton Cllr. Ghimire Cllr. Britton Cllr. King Cllr. Buck
Cllr. Grady Cllr. Attenborough Cllr. Everett (8.04pm) Cllr. Jones-Blackett Cllr. Fulcher
Cllr. Sear Cllr. Franklin
Mr. Knight – Council Administrator

Cllr. Gurney welcomed the members present.

125. Apologies and acceptance for absence

Apologies were received and accepted from Cllr. Fahy and Cllr. Wright.

126. Declarations of interest and Dispensations

Cllr. King – Hellesdon Youth Club, Hellesdon Community History Group, Catton Park Trust, Old Catton Parish Council.

Cllr. Knowles – Hellesdon Community Choir

Cllr. Buck – Broadland District Council, Hellesdon Community History Group, Broadland District Council.

Cllr. Grady – Broadland District Council, Hellesdon Youth Club.

Cllr. Gurney – Broadland District Council, Norfolk County Council.

127. Minutes of the Parish Council Meetings held on 7th November 2017

These were signed and accepted as a true record.

128. Public Participation

There were no members of the public present.

129. Report from Police to include Parish Crime Figures

The up to date figures were circulated. It was RESOLVED to in the future only show the past six months with a comparison with the previous year added also.

130. Report from County Councilor

Cllr. Gurney gave the members present an update on the budget setting process at Norfolk County Council and subsequent media attention. This included a verbal report on bed blocking at NHS hospitals, assistance with Chris Mayes on current traffic problems, particularly around ASDA and the Drayton Wood Road.

131. Report from District Councilors

Cllr. Gurney gave a verbal report on the outcome of the street lighting debate in the Broadland District Council Cabinet where a £20,000 deficit was identified by the District Council and was put in their report. It was well received that the Parish Council's coordinated stance on this issue had a positive result.

Cllr. Britton was worried that other services now may be at risk and there was much discussion on this matter. It was decided to treat any future issues with funding and services as and when they arise.

Cllr. Grady spoke about the recent Cabinet meeting detailing the Greater Norwich Local Plan and the inclusion of the Parish Council's allotment site and Cottinghams Park being shown as development land.

Cllr. Gurney informed the Council that consultation would begin on the Plan on the 8th January 2018 and last until March. It was suggested that an exhibition be put on in the Council Chambers in mid-January about this issue to garner interest from and communicate with the community. Cllr. Gurney and Cllr. Grady will liaise with the office staff to facilitate this.

Much discussion took place regarding the possible redrawing of Parish boundaries in light of possible upcoming development.

Cllr. Grady also informed the Council about the traffic implications of a wide load making its way from Wymondham to Yarmouth on Sunday 10th December 2017.

132. Report from:

- Parish Council Chairman

Cllr. Gurney had nothing for this item, any such issues were to be covered under standing committee sections of this meeting.

- Council Administrator

The written report was circulated and explained by the Council Administrator with particular emphasis about problems faced with a recent leaflet delivery. Thanks were given by the Council to the office staff for their hard work. A verbal report was also given on the new Electric Parish Van, CIL monies reports and the upcoming Audit on 12th December 2017.

133. Financial Matters

133.1 Bank Reconciliation

This report was circulated prior to the meeting and figures were accepted.

133.2a

- Approval of Accounts - Payments – 1st – 31st October 2017

This report was circulated prior to the meeting and figures were accepted.

133.2b

- Approval of Accounts – Receipts – 1st – 31st October 2017

This report was circulated prior to the meeting and figures were accepted.

134. General Matters

134.1 Proposed planning consultation concerning Broadland District Council and effect on Hellesdon parish Council rented land.

It was **RESOLVED** to hold a display in the Council Chambers about the upcoming site allocations on the week of the 15th January 2018 with Cllr. Buck assisting with this also. This to be advertised on the website with more detailed maps of Hellesdon to be ordered and relevant sites displayed. It was further **RESOLVED** to advertise this more widely with Just Hellesdon and the EDP as well as the Parish Council website, Grapevine and notice boards. It was also **RESOLVED** to hold the March Full Council meeting in the Marjorie Lewis Hall at Hellesdon Community Centre in order to accommodate more members of the public.

135. Activities

135.1. Final arrangements for Senior Residents Christmas Party.

Cllr. Gurney asked for volunteers to assist on the day. Cllr. Buck, Grady, Sear, Gurney, Knowles, Britton, Prutton, Attenborough and King pledged their assistance.

Congratulations were extended to the Facilities Administrator for all her work in this matter.

Cllr. Gurney gave a brief verbal report on an issue with a nursing home wishing to attend and the focus of the event being on social isolation.

The meeting then stopped for a break at 8.26pm and reconvened at 8.36pm.

136. Planning

136.1 Committee Meeting

- To note the minutes of the meetings held on 7th and 21st November
- To address any questions of the meetings

These minutes were previously circulated and noted.

137. Playing Fields, Amenities and Allotments

137.1 Update from the Chair of the Committee regarding new piece of play equipment

Cllr. King gave a verbal report on the equipment. Which is a 'Pirate Ship' for Meadow Way Park and will be installed in the New Year. A pre-installation meeting has already been held with Kompan and work should take place over a single day.

137.2 Update from Chair of the Committee regarding meeting with manager of B and Q.

Cllr. King gave a verbal report on this meeting which took place with the Council Administrator and Mr. John Brady the manager of B&Q. Discussion surrounded access to vital services, waste bins and possible sponsorship for Council activities.

138. Media and Communications

138.1 Committee Meeting

- To note the minutes of the meeting held on 6th November 2017

These minutes were previously circulated and noted.

- To address any questions of the meeting.

These minutes were previously circulated and noted.

Much discussion took place over the future of 'The Grapevine' and its distribution method after recent experiences with the delivery company. Possibilities included merging with Just Hellesdon, changing delivery companies and changing the nature and content of the magazine.

Further discussion took place surrounding the effectiveness of the new IT provider. The Council Administrator gave a verbal report on the good service the Council was now receiving and a problem with porting the phone number over onto the new service. To speed up the process it was **RESOLVED** to change the Council phone number to allow a simple change rather than a complicated porting arrangement. This was unanimous.

139. Property, Policy and Resources

139.1 Committee Meeting

- To note the minutes of the meeting on 28th November 2017

These minutes were previously circulated and noted.

- To address any questions of the meeting.

It was **RESOLVED** to have CIL and Section 106 monies due to the Council to fall under the remit of the Property, Policy and Resources Committee until May 2018 when a formal standing committee may be needed.

The content of the letter regarding The Bull public house was noted.

140. Hellesdon Community Centre

140.1 Committee Meeting

- To note the minutes of the meeting on the 21st November 2017

These minutes were previously circulated and noted.

- To address any questions of the meeting.

The Chairman gave a verbal report on recent works approved at the Community Centre.

141. 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.

142. Staffing - any consideration of a personal and/or confidential matter to be considered following a resolution to exclude the press and public.

142.1 To receive an update from Cllr. Knowles regarding staffing matters.

Cllr. Knowles gave a brief verbal report on a current staffing issue and a current recruitment process.

142.2 Committee meeting

- To note the minutes of the meeting held on the 13th November 2017

These minutes were previously circulated and noted.

- To address any questions of the meeting.

143. Exchange of Information

Cllr. Prutton informed the Council that five families have already moved into the Silk Mill Road development on Eversley Road with a further twenty expected over the Christmas period.

Cllr. Everett gave a further update on the Broadland District Council's decision on street lighting with all footway lights staying on.

Cllr. Fulcher voiced his concerns over recent drainage works on Links Avenue. Cllr. Gurney advised she would contact Chris Mayes at Norfolk County Council Highways to see what can be done.

Cllr. Buck gave a verbal report on the Hellesdon Youth Club Christmas Party and the Hellesdon Community History group who now have a business plan ready with an archivist conducting research.

Cllr. Jones-Blackett informed the Council that Santa's Grotto at the Church Hall would take place on the 9th December.

144. Time and Venue of the Next Council meeting on Tuesday 2nd January 2018 at 7pm.

This was agreed.

The meeting then closed at 9.55pm.