

The Council Office Diamond Jubilee Lodge Wood View Road Hellesdon Norwich, NR6 5QB
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Parish Clerk: Mr. Mark Knight

**Minutes of the Extra-Ordinary Meeting of Hellesdon Parish Council
held on Tuesday 26 June 2018 in the Council Chamber,
Diamond Jubilee Lodge, Wood View Road, Hellesdon, at 7.00p.m.**

PRESENT:

Cllr S Prutton, Vice-Chairman

Cllr G Britton

Cllr D Buck

Cllr R Sear

Cllr Everett

Cllr M Fulcher

Cllr D Ghimire

Cllr D Jones-Blackett

Cllr J Knowles

Cllr D Attenborough

Mr Mark Knight – Parish Clerk

WELCOME

The Vice-Chairman opened the meeting at 7.00p.m. No members of the public were present.

54. Apologies and Acceptance for Absence

Apologies were received and accepted from Cllrs. Gurney, King, Fahy, Grady, and Franklin. None were received from Cllr. Wright. It was agreed to accept the apologies received.

55. Declarations of Interest and Dispensations

Cllr Buck – Hellesdon Youth Club, Hellesdon Community History, Broadland District Council

Cllr Everett – Drayton Parish Council, Broadland District Council

Cllr Knowles – Hellesdon Community Choir

No dispensations had been requested.

56. Public Participation

No members of the public were present.

57. Financial Matters

57.1 To receive and consider Report & Recommendations from Internal Auditor – Cllr Prutton commended this to the council and it was unanimously **AGREED** to accept this.

57.2 To confirm Effectiveness of Internal Control document – so **AGREED**.

Approved.....

Date.....

- 57.3 To confirm the Financial Risk Assessment document – so **AGREED** with a request to let the Full Council know when the insurance contract is up for renewal so better terms might be negotiated; possibly including Tree Insurance.
- 57.4 To complete s.1 (Annual Governance Statement) of the Annual Return for 2017/8 – this was completed and it was **RESOLVED** to complete and return.
- 57.5 To adopt the Accounts for 2017/8 – these were so adopted.
- 57.6 To complete s.2 (Accounts) of the Annual Return for 2017/8 – these were completed.
- 57.7 To appoint the Internal Auditor for the 2018/9 Accounts – it was **RESOLVED** to appoint Larkin and Gowen.

58. General Matters

58.1 To consider making the Land Acquisition Working Group an official Standing Committee of the Council and set up a date for such committee if appropriate.

The members present felt that not enough justification had been presented to them to warrant such a decision being made. It was **RESOLVED** to place this matter on the agenda of the Full Parish Council meeting on the 3rd July 2018 for a fuller discussion.

The meeting then closed at 7.55pm.

Approved.....

Date.....