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Parish Clerk: Mr. Mark Knight

**Minutes of the Meeting of Hellesdon Parish Council
held on Tuesday 3 July 2018 in the Council Chamber,
Diamond Jubilee Lodge, Wood View Road, Hellesdon, at 7.00p.m.**

PRESENT:

Cllr R Grady, Chairman

Cllr Attenborough Cllr G Britton Cllr D Buck

Cllr S Gurney Cllr D Jones-Blackett

Cllr Franklin

Cllr D King Cllr S Prutton Cllr J Knowles

Cllr Sear Cllr Wright

Mr Mark Knight – Parish Clerk

WELCOME

The Chairman opened the meeting at 7.00p.m. Also in attendance were Mr, David Southgate and Mrs. Louise Reeves.

59. Apologies and Acceptance for Absence

Apologies were received and accepted from Cllrs. Everett, Fahy, Fulcher and Ghimire. It was agreed to accept the apologies received.

60. Declarations of Interest and Dispensations

Cllr King – Hellesdon Youth Club, Hellesdon Community History
Cllr Buck – Hellesdon Youth Club, Hellesdon Community History, Broadland District Council
Cllr Knowles – Hellesdon Community Choir
Cllr Grady – Hellesdon Youth Club, Broadland District Council
Cllr Gurney – Broadland District Council, Norfolk County Council

No dispensations had been requested.

61. Minutes of Meeting held on 5 and 26 June 2018

Minutes had been circulated, and it was

RESOLVED TO ADOPT

62. Public Participation

None.

63. Report from Police to include Parish Crime Figures

These were circulated and noted with a request for the hard copies to be made available on the night of the meeting in future.

64. Report from County Councillor

Cllr. Gurney reported that work was underway for road markings in the Parish with £6,000 being made available last year and £10,000 this year. Chipping work was also planned for the Reepham Road.

It was also reported that Hellesdon Library's new opening hours were now in place and that there had been no issues with the unattended staffing arrangements, but that this will be monitored going forwards.

Cllr. Gurney also reported that the former leader of Norfolk County Council, Cllr. Cliff Jordan's funeral will take place in Dereham on Friday 6th July 2018.

65. Reports from District Councillors

Cllr Buck reported that the Paston 600 Heritage Project is going well and getting more people involved.

Cllr Gurney reported that more food waste bins had been made available for Cottinghams Drive. Also that the former Bull public house was imminently reopening, possibly under the new name 'The Chestnut Tree' and will be run by the same people who run The Oak Tree public house. Work on a new kitchen and seating arrangements is underway.

There was also reports of new a new electric taxi service being run from Thorpe St. Andrew capable of up to 100 mile return journeys.

Cllr Grady reported that the planning application concerning The Whiffler public house has been withdrawn; but there were concerns surrounding a planning application from the former Co-operative Stores site on Mayfield Avenue with up to three houses being proposed.

66. Report from Parish Council Chairman

The Chairman gave a verbal report on the progress made by the Parish Council's staff with focus on work at the Community Centre and also welcomed the new Administration and Projects Officer Louise Reeves to the meeting prior to her start date of the 9th July 2018.

Parish Clerk –

The Chairman highlighted the report previously circulated:

There were no questions and the report was **ADOPTED**.

67. Financial Matters

67.1 Bank Reconciliation – 1st April to 31st May 2018.

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

67.2a Approval of Accounts - Payments – 1st April to 31st May 2018

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

67.2b Approval of Accounts – Receipts – 1st April to 31st May 2018

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

68. General Matters

68.1 To consider awarding a grant of £500 from the Good Causes in Hellesdon Fund to Hellesdon Parish Hall

This item was withdrawn due to insufficient information being received from the Parish Hall management.

68.2 To consider a response to a recent petition from members of the Bingo group at the Community Centre

A petition had been received by the Parish office requesting that part of the recreation field be opened up for additional car parking when the Bingo group meets on a Thursday night due to mobility issues for the attendees. It was **RESOLVED** not to do so due to security issues surrounding access to the park and health and safety reasons concerning the soakaway which is situated directly under the proposed site. It was further **RESOLVED** to write back to the Bingo group to explain the Council's decision and also to acknowledge that unfortunately parking at the site is an ongoing problem with little chance of immediate solution.

68.3 Update from Parish Clerk on Parish Partnership scheme bus shelters

The Parish Clerk gave a verbal report on the substantial ground work to be carried out in order to install a bus shelter on the Low Road. It was reported that Norfolk County Council had admitted fault in firstly losing the quote, then staffing issues resulting in the work being wrongly scheduled. The work is now on their schedule

of works and should be completed imminently with the bus shelter following very soon afterwards.

69. Activities

69.1 To arrange a meeting for the Land Acquisition Working Group

This was held in abeyance until further information was available. The Parish Clerk to email all members when such meeting is called.

The meeting then broke up at 7.56pm for a comfort break, resuming at 8.15pm.

70. Planning Matters

70.1. Committee Meeting of the 5th June

Minutes had been circulated.

Questions of the Meeting

There were no question and it was

RESOLVED TO ADOPT THE MINUTES

71. Playing Fields, Amenities and Allotments

71.1 To receive a verbal report from the Parish Clerk concerning a recent meeting with the manager of the local B&Q store

The Parish Clerk reported that he met with Mr. John Brady concerning several matters including responsibilities of boundaries, sponsorship of the Best Kept Allotments (now £100 plus engraving work) and future sponsorship of wildlife areas and the allotments which the company is keen to engage in. It was also reported that use of the B&Q Community Noticeboard would be made available to the Parish Council for anything suitable. Cllr. King requested that a map of the contested area around the electrical substation be provided for the Committee at their next meeting on 14th August 2018.

71.2 To consider a request from a member of the public for unlimited use of the Tennis Courts for the remaining summer months

Much debate took place surrounding this issue. Cllr Gurney voiced her concerns, shared by Cllr King, surrounding the scheme depriving the Parish Council monies and the scope for the scheme to be taken advantage of by non-Hellesdon residents. The Parish Clerk gave a thorough report on the checks and systems which would be put in place in the event the scheme is approved. Cllr Knowles voiced his support of the scheme and how it would bring an increased revenue to an under used Council amenity.

A vote took place with TEN in favour of implementing the scheme with Cllr Gurney voting against and Cllr King abstaining.

It was so **RESOLVED** to implement this scheme for a trial period of three months where it will then be reassessed.

72. Media and Communications

72.1 Update from Cllr Prutton regarding The Grapevine magazine

Cllr Prutton gave a verbal report on the successful delivery of the last issue of the Grapevine in conjunction with Just Hellesdon. It was also reported that ideas for the next issue which will be delivered in October 2018 are already being considered with a deadline for the 24th August 2018 due to availability of staff and councillors involved. Dates for the Best Kept Allotment judging were also given with all councillors invited to attend.

73. Property, Policy and Resources

73.1 Nothing for meeting.

74. Hellesdon Community Centre

74.1 Verbal report from Parish Clerk concerning essential works after a recent survey

The Parish Clerk gave a detailed verbal report concerning the water heater at the Community Centre which was condemned during a recent survey and the emergency works conducted immediately after this event to obtain quotes and demonstrate value for money in repairing the problem which is now fixed.

The cooker in the kitchen was also condemned, due to insufficient safety features and inadequate pipe work. The Parish Clerk gave a report on the reasons for this and the possible methods for rectifying the issue. It was **RESOLVED** to give the Parish Clerk delegated authority to identify the scope of the problem and obtain three quotes to enable the existing cooker to be reconnected and used again; and if this is not possible to report back to the Chair and Vice-Chair of the Council and Cllr Gurney immediately so that a proactive and swift process can be conducted and reported back to Full Council appropriately.

75. Staffing

75.1 Update from Chair of Committee concerning a recent appointment

Cllr Knowles formally welcomed Mrs. Louise Reeves as a new appointment and congratulated her on her success in the appointment process.

75.2 To consider a concern from Cllr Buck concerning staff welfare

Cllr Buck raised a concern following a conversation with a caretaker about abuse which the staff sometimes receive when locking and unlocking the parks. The Parish Clerk submitted a report detailing all safety precautions taken including personal alarms, adequate training and instruction and clear direction not to confront or antagonise a situation and simply to call the Police. It was further reported that Andy Dye the local Community Police contact had not only been invited to speak at an upcoming staff meeting but has also already started a more frequent and more documented attendance schedule at the Recreation Ground following a number of unfortunate vandalism cases. This was welcomed by the members present.

75.3 To consider a request for a work experience placement from a pupil at Hellesdon High School

This request was considered and rejected due to the extremely late nature of the request and the absence of any kind of plan in place at the Council for such a request. However, it was RESOLVED to immediately start preparing such a scheme in conjunction with **Hellesdon** High School to consider future requests.

78. Exchange of Information

Cllr Buck – gave an update on the upcoming Historical Pageant on the 14th July 2018.

Cllr Gurney – gave a report on Northgate House failing their recent inspection by the Care Quality Commission and another now been requested.

Cllr Knowles – updated the Council on the Hellesdon Community Choir concert to be held on the 28th July 2018 and invited all members to apply for tickets should they wish to attend.

Cllr Wright – wishes her appreciation to be noted on the striking statue of a horse on local roundabouts.

Cllr King – Informed the Council on his ongoing work with local residents regarding Fly-Tipping and made a request for all reports to be shared with him if possible.

Cllr Prutton – Informed the Council that she was concerned about the local Co-operative store before closing and asked if the Parish Clerk could contact the manager to see if adequate provisions were in place for deterring potential travelers on the site once the business is closed.

76. Resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following item(s) related to Staffing Issues in view of the confidential nature of the business to be transacted. If resolved, such items to be dealt with after the item that confirmed details of the next meeting.

It was RESOLVED to exclude the press and public as detailed above.

77. Update from the Parish Clerk regarding acquisition of land

The Parish Clerk gave a verbal update on the above matter.

79. Date, Time and Venue for Next Meeting

This was confirmed as **Tuesday 7 August 2018**, at 7pm in the Council Chamber, Diamond Jubilee Lodge.

The meeting then closed at 9.27pm.