

The Council Office Diamond Jubilee Lodge Wood View Road Hellesdon Norwich, NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: contact@hellesdon-pc.gov.uk
Parish Clerk: Mr. Mark Knight

**Minutes of the Meeting of Hellesdon Parish Council
held on Tuesday 7 August 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 Everett Cllr Franklin Cllr Fulcher

Cllr S Gurney Cllr D Jones-Blackett

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 Cllr Anthony Adams and Mrs. Louise Reeves.

80. Apologies and Acceptance for Absence

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

81. 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 Jones-Blackett – Hellesdon Parish Hall

Cllr Everett – Drayton Parish Council, Broadland District Council.

Cllr Grady – Hellesdon Youth Club, Broadland District Council

Cllr Gurney – Broadland District Council, Norfolk County Council

No dispensations had been requested.

82. Minutes of Meeting held on 3 July 2018

Minutes had been circulated, and it was

RESOLVED TO ADOPT AFTER CORRECTIONS TO THE ATTENDANCE RECORDS

83. Public Participation

Cllr Anthony Adams spoke briefly about the National Planning Policy Framework and the five year land supply for the Greater Norwich Local Plan. The Chair thanked him for the information but assured him that the Parish Council was already aware of the developments.

84. Report from Police to include Parish Crime Figures

These were circulated and noted.

85. Report from County Councillor

Cllr. Gurney reported that £6,000 has been spent this year on white line improvements in the South-East of the Parish, particularly on the Reepham Road. North West is still to come but Chris Mayes is now on holiday and this has been delayed.

It was noted that the traveller site just outside of the Northern Parish boundaries has been addressed and is being monitored by Norwich City Council.

Northgate House care home is being closed in the best interests of those still in its care. There was a meeting a week ago with the friends and families of those involved after the Care Quality Commission inspection.

Licensing issues for the former Bull Pub, which is now called The Chestnut Tree, has been approved and should be opened in September.

The next round of Site Allocations for the Greater Norwich Local Plan will be out for consultation at the end of September.

Lastly, Cllr Gurney reported on the sharp increase in anti-social behaviour with youths at Cottinghams Park. PC Andy Dye has been informed and is working with the Parish Council staff to alleviate this.

86. Reports from District Councillors

Cllr Buck reported that the new designs at Norwich Castle are now available and look very promising.

Cllr Grady reported that there will be another street light review by Broadland District Council in the near future and that the Parish Council should be aware of this.

Cllr Gurney reported that she was not happy with the above street lighting review as the figures last time did not add up, coming in at over £76,000 p/a and not £20,000 p/a as first indicated.

87. Report from Parish Council Chairman

The Chairman gave a verbal report on the progress made by the Parish Council's staff and made special mention of the excellent work done on the website by the Projects Officer. The Chair also noted that the Hellesdon Community Choir has a very successful summer concert which was enjoyed by all.

Parish Clerk –

The Chairman highlighted the report previously circulated:

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

88. Financial Matters

88.1 Bank Reconciliation – 1st June to 30th June 2018.

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

88.2a Approval of Accounts - Payments –1st June to 30th June 2018

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

Questions were asked over the cost of the shredding service and the Parish Clerk gave a verbal report on the nature of the confidential waste disposal service and the cost of repairing the office shredder.

88.2b Approval of Accounts – Receipts –1st June to 30th June 2018

This report was circulated prior to the meeting and figures were accepted. The Parish Clerk also gave a verbal report on the recent internal audit process and an explanation as to the three amber points, concerning budget transparency and wage payments, which were already being addressed by the Parish Council Staff.

89. General Matters

89.1 Update from the Chairman regarding the Greater Norwich Local Plan additional potential sites

The Chair gave a verbal report on this matter. After the previous consultation period it appears that the wishes of the Parish Council have not been taken into consideration. Cllr Gurney has spoken to Norfolk County Council policy team regarding the Parish Council's submission regarding Heath Crescent. The new

sites will go out to consultation in the Autumn and it was advised that another exhibition may be prudent much like the one held before. There was also some discussion about the potential sites detailed in the report.

89.2 To consider the request for a grant from the Hellesdon Parish Hall.

At the request of the Chairman this item was placed under the confidential section of this meeting due to the sensitive details of the matters to be discussed.

90. Activities

90.1 Discussion about a possible Charity Quiz Night to be held at the Hellesdon Community Centre

A brief discussion was held on the above suggestion which would be in place of any formal civic occasion in the Spring of 2019. Suggestions were made for a Parish Council team and a Parish Council staff team with invitations to form teams being sent out to local businesses and users of the Council facilities. Cllr Gurney voiced her concerns about the nature in which any profits would be donated and to what charity, but it was assured that this would be addressed by the Events Working Group in the appropriate manner. It was **RESOLVED to support this idea in principle under the understanding that all policies and procedures are properly adhered to.**

91. Planning Matters

91.1. Committee Meetings of the 3rd and 17th July 2018

Minutes had been circulated.

Questions of the Meetings

There were no question and it was

RESOLVED TO ADOPT THE MINUTES

92. Playing Fields, Amenities and Allotments

There was no agenda item for this committee, however Cllr King reported on the pirate ship naming competition and the problems faced by the grounds staff in preparing the Football pitches for use following the excessive hot weather in the past few months.

93. Media and Communications

93.1. Committee Meeting of the 17th July 2018

Minutes had been circulated.

Questions of the Meeting

There were no questions and it was

RESOLVED TO ADOPT THE MINUTES

94. Property, Policy and Resources

94.1 Nothing for meeting.

95. Hellesdon Community Centre

95.1 Nothing for meeting.

96. Staffing

96.1 Nothing for meeting.

99. Exchange of Information

Cllr Buck – reported on the recent Hellesdon History Live event which had upwards of 100 people attending. There will be a meeting held in Hellesdon Library on the 18th August to discuss how successful the event had been.

Cllr Gurney – offered her apologies for the next meeting on the 11th September 2018.

Cllr Knowles – invited all in attendance to the upcoming concert by Hellesdon Community Choir to be held on the 13th October 2018 which will be a multi-media event to commemorate the 1918 armistice.

Cllr Prutton – reported that the deadline for the next issue of The Grapevine would be 24th August 2018 to ensure that delivery of the magazine can again be in conjunction with Just Hellesdon. She also informed the meeting that Mike Owers of Blickling Hall and judge of the Best Kept Allotment Competition for the past few years became a father in the past few days.

100. Date, Time and Venue for Next Meeting

This was confirmed as **Tuesday 11 September 2018**, at 7pm in the Council Chamber, Diamond Jubilee Lodge.

The meeting then broke up for a comfort break at 7.54pm, resuming at 8.10pm

- 97. 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.**

98.

98.1 To consider the request for a grant from the Hellesdon Parish Hall

Cllr Jones-Blackett verbally presented further explanation to support the grant application detailing the work which needs to be done and a history of the building itself. Cllr Jones-Blackett then left the room at 8.20pm whilst the members present considered the application.

It was decided that further research was needed on behalf of the Council which would be conducted by the Parish Clerk and that essential paperwork was not presented by the Parish Hall Trustees. It was agreed that this should be in place before any grant was to be awarded. Such grant to be in line with Council policies and procedures.

It was **RESOLVED** that a statement of intent was to be passed by the Council that due to the condition and importance of the building itself, the Council would do all it could to support the Trustees of the building to be able to retain and improve it's condition. It was also agreed that a meeting was to be set up with the Trustees to discuss the problem in more detail and to decide on a way forward. This is to be attended by The Parish Clerk and Cllrs Knowles, Prutton, Grady, Buck and Gurney.

98.2 Update on report regarding the Hellesdon Community Centre

A report was given by the Parish Clerk and Projects Officer regarding the details of the recent report. It was **RESOLVED** that the earmarked reserve for the Community Centre was to be made available for all essential work needed to be carried out and for this to be done immediately.

The meeting then closed at 9.29pm.