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Parish Clerk: Mr. Mark Knight

**Minutes of the Meeting of Hellesdon Parish Council  
held on Tuesday 8 January 2019 in the Council Chamber,  
Diamond Jubilee Lodge, Wood View Road, Hellesdon, at 7.15p.m.**

**PRESENT:**

Cllr S Prutton, Chairman

Cllr Attenborough Cllr G Britton Cllr D Buck

Cllr Fulcher Cllr Franklin

Cllr Ghimire Cllr Wright

Cllr S Gurney Cllr D Jones-Blackett

Cllr Johnson Cllr Sear

Cllr D King

Mr Mark Knight – Parish Clerk

Also in attendance were 27 members of the public and Broadland District Cllr. Anthony Adams.

**WELCOME**

The Chairman welcomed those present at 7.15p.m. At this point the Chair also indicated that due to the number of members of the public present that item 201.1 concerning Mountfield Park would be taken immediately following item 190 and all members of the public would be given the chance to speak regarding this issue.

**189. Apologies and Acceptance for Absence**

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

**190. Declarations of Interest and Dispensations**

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

Cllr Gurney – Broadland District Council, Norfolk County Council

64 Approved.....

Date.....

No dispensations had been requested.

**201. Playing Fields, Amenities and Allotments**

**201.1 Verbal update from the Parish Clerk about Mountfield Park**

**Standing orders were suspended at 7.19pm to allow members of the public to speak.**

The Parish Clerk opened with a statement concerning the status of the closure of the Park and problems that had been encountered when trying to source a contractor to diagnose the problem, gain information vital to health and safety concerns and also be available to conduct the necessary work. He sympathised with the residents present and admitted that the process had taken longer than anticipated, but that it was the Council's priority to open the park as soon as it was safe to do so.

The Chairman added to the statement made by the Clerk that a number of Councillors had visited the site in person and concurred with the course of action taken by the Parish Council's staff.

The Chair then opened the floor to discussion from members of the public.

One member of the public was angry that the park was still closed and inferred that the Council were not considering the needs and feelings of residents near to the Park as if the problem had occurred at the Recreation Ground the problem would have been fixed immediately.

The Parish Clerk stated that this was not the case and that a rush to judgement was not appropriate in this matter due to safety concerns.

The Chairman added that one of the problems faced by the Parish Council in this case was the lack of information handed over by the various previous owners of the Park such as the Electricity Board, B&Q and Broadland District Council, whereas the Recreation Ground has long been managed by the Parish Council and appropriate evidence and information already existed.

A member of the public asked for technical details on the work needed on the hole. The Parish Clerk again clarified the difference between the hole itself and the associated soakaway which was not functioning. He then gave a full description of the work and rough timescales as to how long these problems might take to fix once quotes had been received and contractors were available to do the work. He also added that it was beyond the capabilities of the Parish Council and its staff to fix the problem themselves as nobody was an expert, including those members of the public present.

Cllr Gurney then spoke at length about the process which needed to be followed and the work she had done with Norfolk County Highways who had given help in the matter. She again sympathised with the residents but stated that this was a time consuming process which necessitated contractors which are not immediately available. Similarly that the Council had no option but to wait for essential documents and opinions to arrive from other larger organisations which did not see their dealings with the Parish Council as a priority.

Several members of the public then stated that they agreed with the course of action the Parish Council was taking and understood the constraints, but that the situation was very frustrating.

One member of the public then stated that the park was very useful to her mental health as it gave her an outlet to go for a walk and be sociable in what might otherwise be an isolated life due to her age.

The Parish Clerk and Chairman then restated that the opening of the park was a priority and would take place as soon as it was safe to do so.

Cllr Fulcher also stated explicitly that the Councillors and the Parish Council Staff were working very hard to resolve this complex issue.

At 7.48pm one member of the public became frustrated, angry and left the meeting after using inappropriate language. Several other members of the public apologised for his actions.

The Chairman then summed up the points made by the Council and received by the public regarding this issue and asked if anybody else wished to speak. None did.

24 members of the public then left the room at 7.46pm.

**Standing orders were then reinstated at 7.46pm.**

**191. Minutes of Meeting held on 4 December 2018**

Minutes had been circulated, and it was

**RESOLVED TO ADOPT with one alteration regarding Cllr. King's involvement with Helleson Youth Club which has ceased.**

**192. Public Participation**

None regarding any other issues other than the Mountfield Park closure.

**193. Report from Police to include Parish Crime Figures**

These were circulated and an increase in criminal damage was noted.

**194. Report from County Councillor**

66 Approved.....

Date.....

Cllr. Gurney reported that it was still budget setting time at Norfolk County Council and in her role with Adult Social Services she has been involved with the minimum income guarantee, Personal Independence Payments and welfare funding.

Potholes throughout the Parish are continuing to be a problem and all Councillors were encouraged to report these online. A new piece of equipment was also being purchased which allowed these problems to be fixed quicker.

A report was also made on potential yellow lines being requested outside of the Whiffler Pub following a recent planning application and that an overspill car park was being requested on spare land to the side of the building.

**195. Reports from District Councillors**

Cllr Gurney reported that a substantial number of problems were being experienced with dog fouling in the Parish, particularly outside Arden Grove and Heather Avenue schools. Broadland District Council has arranged for these areas to be hosed down along with the Cottinghams Drive area. Responsible dog ownership is encouraged by the District and Parish Council and a request for more signs to go advertising this up had been received. Broadland District Council is also relaunching the 'Top Dog' campaign in the next few months. The Parish Council were also requested to advertise this and a reporting link on the website which the Parish Clerk stated was already in hand.

Cllr Buck reported on an exhibition on the Vikings which is to be held in Norwich Castle Museum. He also reported on a focus on St. Edmund the Martyr who appears on the Parish Council sign.

Cllr Adams reported on a motion he was about to bring to Cabinet at District Level concerning the timing and frequency of night flights from and to Norwich Airport. Something which he is also monitoring.

Cllr Adams and one member of the public then left the meeting at 8.03pm.

**196. Report from Parish Council Chairman**

The Chairman gave a verbal report on an unfortunate death in the Council car park over the Christmas period and offered thanks to all members of staff involved and PC Andy Dye. Also reported was the unfortunate death of John Middleton who was Treasurer of the Hellesdon Community Choir.

The Chairman then went on to report on the apprehension and interview of a young boy responsible for a spate of graffiti throughout the Parish. PC Andy Dye and Councillors spoke in a positive manner with the boy who owned up to his fault and who has since worked with PC Dye to resolve this. PC Dye has also now been commended for his actions by his superior.

**Parish Clerk –**

67 Approved.....

Date.....

The Chairman highlighted the report previously circulated:

The report was **ADOPTED** with no questions asked, however it was requested that this report return to a single sheet of A4 paper to allow for clarity.

**197. Financial Matters**

**197.1 Bank Reconciliation – 1<sup>st</sup> November to 30<sup>th</sup> November 2018.**

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

**197.2a Approval of Accounts - Payments – 1<sup>st</sup> November to 30<sup>th</sup> November 2018.**

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

**197.2b Approval of Accounts – Receipts – 1<sup>st</sup> November to 30<sup>th</sup> November 2018.**

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

**197.3 To receive the budget monitoring document.**

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

**197.4 To approve the 2019/20 budget.**

**RESOLVED THAT THE PRECEPT FOR 2019/20 SHOULD BE SET AT £457,220 AND THE BUDGET ACCEPTED.**

**Cllr Britton proposed this motion and Cllr Gurney seconded; all were in favour.**

**The meeting then broke for a short comfort break at 8.22pm and reconvened at 8.35pm.**

**198. General Matters**

**198.1 Update from Cllr Fulcher regarding progress with the Neighbourhood Plan implementation.**

Cllr Fulcher gave a verbal report on the initial meeting of this group which also involved John Fleetwood a Tree Specialist who attended to give advice on the implementation of the Green Grid. Cllr Fulcher stated that it was a productive meeting, but still very much exploratory and that more would be reported back to the Full Council as things progressed and ideas took shape.

68 Approved.....

Date.....

**198.2 To consider making a donation to the NEST Development.**

Much discussion took place regarding this request from Jackie Thornton. It was then **RESOLVED** to not make a donation to the NEST development at this time and for the Parish Clerk to communicate this as soon as possible; further it was **RESOLVED** not to make any donations through the official grant awarding process until further notice.

**198.3 To note list of items of correspondence not circulated as detailed at the end of this agenda.**

This was so noted.

**198.4 To consider the position of the Parish Council with regards management of street lighting.**

Cllr Gurney gave a verbal update on this matter and the communications received from Broadland District Council recently. With consideration to the position taken by the Council in the past it was **RESOLVED** to change the standing resolution and position in this matter to:

*“The Parish Council will not adopt, nor take on the management, maintenance or pay the energy costs of the existing footway lighting in the Parish that is currently managed by Broadland District Council and recharged through a special expense.*

*The Parish Council reiterates its position following the resolution on 2nd February 2017, in that the Parish Council will not require, adopt, maintain or pay the energy costs for footway lighting on new developments in the Parish.*

*The Parish Council does not require footway lighting on new developments.”*

This change in the resolution then led to discussion on the nature of the communication to Broadland District Council and it was then **RESOLVED** to approach Broadland District Council in the first instance to request that an independent survey be commissioned at the expense of Broadland District Council which clearly establishes the condition of the lighting columns in question and that full and clear recent running and maintenance costs for the past three fiscal years be sent to the Parish Council for analysis; this information to be analysed by the Parish Clerk and presented to the following Full Council meeting.

This was proposed by Cllr Fulcher and seconded by Cllr Sear.

**199. Activities**

**199.1 Report from the Chairman regarding the recent Senior Residents’ Christmas Party.**

The Chairman gave a verbal report on the success of the party and thanked all of those present who volunteered.

69 Approved.....

Date.....

**200. Planning Matters**

**200.1. Committee Meeting of the 4<sup>th</sup> and 18<sup>th</sup> December 2018.**

Minutes had been circulated.

Questions of the Meeting

There were no questions.

**RESOLVED TO ADOPT THE MINUTES**

**201 Playing Fields, Amenities and Allotments**

**201.2** At this stage the Chair added a late item concerning the location of two World War One benches which are currently in the Memorial Garden at the Recreation Ground. The Chair suggested that these be permanently situated there and not at Mountfield Park as originally resolved. There was some discussion in the room and a general agreement could not be reached.

There was a vote on whether or not to keep the benches in their current location with Cllr. Sear voting against this, Cllrs King and Gurney abstaining and all others voting in favour. It was then **RESOLVED** to defer this matter to the next meeting of this standing committee and for a recommendation be presented to the Full Parish Council in March.

**202. Media and Communications**

**202.1.** The Chair noted that the next issue of The Grapevine would be going out in conjunction with the February issue of Just Hellesdon.

**203. Property, Policy and Resources**

**203.1. Committee Meeting of the 28<sup>th</sup> November 2018.**

Minutes had been circulated.

Questions of the Meeting

There were no questions.

**RESOLVED TO ADOPT THE MINUTES**

**203.2 To ratify the Council's Accessibility and Disability Access Policy.**

This document was ratified with no alterations. It was proposed by Cllr. Franklin and seconded by Cllr. Wright. Unanimously **RESOLVED** to adopt.

**203.3 To ratify the Council's Grant Awarding Policy.**

This document was ratified with no alterations. It was proposed by Cllr. Sear and seconded by Cllr. Britton. Unanimously **RESOLVED** to adopt.

**204. Hellesdon Community Centre**

**204.1 To discuss issues surrounding the Community Centre cooker and to consider suspending Financial Regulation, if appropriate.**

It was RESOLVED to continue with the work as detailed in the report at a cost of £5456.00 and that the gas piping works to be reported back to Full Council if further approval is needed. Financial Resolutions to be suspended in this specific case due to a lack of specialist firms available to quote.

This was proposed by Cllr. Gurney and seconded by Cllr. King.

**205. Staffing**

**205.1. Nothing for meeting.**

**206. Exchange of Information**

Cllr Buck – reported on a lack of volunteers at the Hellesdon Youth Club and that the group would start up again on the 11<sup>th</sup> January.

Cllr King – reported that John Youles is having major surgery.

Cllr Gurney – reported that in respect of the land at Heath Crescent Charles Judson from Broadland District Council has met with Helen Adcock the representative from Jarrolds and that the Parish Council could expect a contact from Helen Adcock in the very near future.

Cllr Prutton – reminded Councillors that the exhibition on the Western Link additions to the Northern Distributor Road was to be held in the Council Chambers on the Thursday 10<sup>th</sup> January from 12pm to 8pm and encouraged all Councillors to attend. Also, that the Safer Neighbourhood Action Panel would be meeting in Spixworth on the 17<sup>th</sup> January 2019.

**207. Date, Time and Venue for Next Meeting**

This was confirmed as **Tuesday 5 February 2019**, at 7pm in the Council Chamber, Diamond Jubilee Lodge.

**The meeting then closed at 9.55pm**