

**HELLESDON PARISH COUNCIL**

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](mailto:contact@hellesdon-pc.gov.uk)  
Parish Clerk: Mark Knight

Minutes of the Extra-Ordinary Meeting of the Hellesdon Community Centre Committee held on  
Monday 8<sup>th</sup> April 2019 at 7.30pm in  
The Council Chamber, Diamond Jubilee Lodge, Hellesdon

**Present**

Cllr. S. Gurney      Cllr. D King      Cllr. D. Buck  
Cllr. U Franklin      Cllr. B Johnson      Cllr J Knowles  
Mrs M E Anderson-Dungar (Locum Clerk)

**Welcome**

The Chairman welcomed and thanked all those in attendance and opened the meeting at 7.30pm.

**1. Apologies and acceptance for absence**

Cllr Fahy

**2. Declarations of Interest and Dispensations**

No requests for dispensations had been received.

The following interests were declared:

Cllr Buck – items pertaining to Broadland District Council, Hellesdon Youth Club and Hellesdon Community History Association.

Cllr Johnson – items pertaining to Hellesdon Bowls Club

Cllr Gurney – items pertaining to Norfolk County Council, Broadland District Council

Cllr King – items pertaining to Hellesdon Community History Association

Cllr Knowles – items pertaining to Hellesdon Community Choir

**3. Approval of minutes of meeting dated 25<sup>th</sup> February 2019**

Draft Minutes had been previously circulated. Attention was drawn to the following points:

Item 6.1 – There was opinion that the Minute could have been more detailed to reflect the full discussion and the decision made.

Item 6.2 – It was recalled that replacement of toilet pans was agreed at the meeting but not recorded in the Minutes

1      Approved.....

Date.....

6.4 – it was **agreed** to alter the wording to the effect that “Cllr Buck volunteered to run an *advertisement* on social media ..... help in this regard.”  
It was therefore:

**RESOLVED TO ACCEPT THE MINUTES AS AMENDED**

**4. Public Participation**

No members of the public present

**5. General Matters**

**5.1 To review the hand driers element of the PHS report at the Community Centre**

With regard to the documents previously circulated, the Chairman stated that she had requested information from an alternative supplier rather than a cost v purchase statement from the one supplier contacted to date. The ensuing discussion covered funding – reserves v external funding, cost effectiveness and the need to have costs for the “extras” in order to make an informed decision. Should a hand drier fail between now and the date of the May council meeting, it should be replaced using Council funds.  
It was therefore

**RESOLVED to defer for the present pending future refurbishment**

**5.2 To receive a report to fix the oven in the Community Centre**

The report previously circulated was discussed, again with emphasis on the possibility of delaying pending a future refurbishment programme; however, it was considered that the provision of an oven was essential for hirers, and it was **proposed by Cllr King, seconded by Cllr Buck and**

**RESOLVED to accept Option 2, using funding from earmarked reserves with the retention of the existing extractor fan.**

**5.3 To receive a report on possible replacement of radiator thermostats in the Community Centre with tamper proof ones**

Discussion took account of the over-riding need to replace the entire system as part of a future refurbishment programme. It was therefore

**RESOLVED to replace the broken thermostat with a comparative product rather than a tamper-proof one.**

**5.4 To review request on room hire from regular hirer**

Reference made to earlier discussion and the need to maintain equality in treatment of hirers. The Clerk had been asked to explain the Committee’s decision to the hirers. The Chairman explained the rationale behind their hire of additional rooms in order to comply with Child Protection legislation. It was therefore

**RESOLVED to recommend to the Full Council that the hirer remain on their current rate pending further discussion upon receipt of the following information by the end of May 2019:**

- Charges per student per session/full price list
- Confirmation of the status of the company by

2 Approved.....

Date.....

- Certificate of Incorporation or a
- Copy of the last year's accounts
- A copy of a charity registration document

This would enable the Committee to make an informed decision.

**6. Exchange of Information**

The Chairman thanked all Committee members for their hard work especially since the transfer to Council management in 2016.

**7. To confirm the date, time and venue of next meeting**

to be agreed at the Annual Parish Council Meeting on 14 May 2019.

The meeting closed at 8.30pm