

**Minutes of the Meeting of Hellesdon Parish Council
held on Tuesday 6 August 2019 in the Council Chamber,
Diamond Jubilee Lodge, Wood View Road, Hellesdon, at 7.00p.m.**

PRESENT:

Cllr D King, Chairman

Cllr D Attenborough Cllr K Avenell Cllr D Britcher Cllr G Britton

Cllr D Buck Cllr S Bush-Trivett Cllr G Everett Cllr D Fahy Cllr M Fulcher

Cllr R Grady Cllr S Gurney Cllr W Johnson Cllr S Prutton

Mrs M Anderson-Dungar – Locum Clerk

WELCOME - The Chairman welcomed Councillors and 17 members of the public. He apologized for the late start due to the first meeting over-running slightly. With the permission of the meeting 10.4 was moved to a point after public participation.

1. Apologies and acceptance for absence

Apologies were received and accepted from Cllrs Franklin and Sparkes.

2. Declarations of Interest and Dispensations

There were no requests for dispensations. The following interests were declared:

Cllr King – Hellesdon Community History, Broadland District Council

Cllr Johnson – Hellesdon Bowls Club

Cllr Avenell – Hellesdon High School

Cllr Prutton – Broadland District Council, Hellesdon Horticultural Association

Cllr Britcher – Broadland District Council, allotment holder

Cllr Gurney – Broadland District Council, Norfolk County Council

Cllr Everett – Drayton Parish Council, former resident of Meadow Way

Cllr Grady – Hellesdon Youth Club

Cllr Buck - Hellesdon Youth Club, Hellesdon Community History

3. **Approval of minutes of the Parish Council Meeting held on 2 July 2019 from those members present at the respective meeting**

Draft Minutes had been circulated, and following amendments to correct the name of Hellesdon Horticultural to Association from Society, and the date of the next meeting to 6 August 2019, it was

RESOLVED TO ADOPT THE MINUTES AS AMENDED

4. **Public Participation**

The Chairman adjourned the meeting to take comments/questions from members of the public present.

Residents of Meadow Way addressed the Council on the following issues:

- *Irresponsible parking by parents at school start and finish times, often encroaching on private drives, using abusive language when challenged, increased pollution from vehicles when engines were left running for long period of time, consistent damage to verges and general lack of respect for the residents in the area*
- *Dangers from parents who let children out of vehicles into the road*
- *Concerns for emergency vehicle access when cars are double and sometime triple parked*
- *Refuse lorry does not collect until after 9a.m. when school is in session*
- *General contravention of single yellow line*
- *Speeding – no 20mph limit near the school, damage to properties – photographs were supplied of a vehicle that had gone through 3 walls on the junction of Meadow Way and Windsor Road, another property had its wall knocked down by a Tesco delivery van*
- *Problems had increased since the school gates were installed*
- *Lack of enforcement*
- *Parking by employees of nearby businesses*
- *Parking in the lay-by by users of Norwich Airport to save on parking fees when going on holiday!*
- *Blocking of drives – one in particular by a resident who had paid for dropped kerb access to accommodate a large vehicle for a disabled person*

The Chairman assured residents that comments had been noted and would be taken into account during discussion of the relevant agenda item. Other points raised included:

- *Overgrown verges, in general not maintained as they should be*
- *Could cut-through between Berkley Close and Links Avenue be tarmac*
- *Lodore Avenue surrounded by verge parking, often by visitors and employees from Wrights Motors and Cobbold Funeral Services*

The meeting re-convened and with the agreement of Members, item 10.4 was brought forward to this point on the Agenda.

10.4 Verbal Report on possible 20mph Speed Limit on Meadow Way

Cllr Britcher spoke to his request and highlighted actions that had been taken/recommended by past Councils. It was felt that this area of Hellesdon needed some attention with regards to speeding, parking, incidents of anti-social behaviour and signage. Comments from the adjournment earlier were taken into account during the long and detailed discussion, and several suggestions considered. It was

RESOLVED TO

- **CONTACT THE SCHOOL VIA THE HEAD OF THE WENSUM TRUST TO OUTLINE THE PROBLEMS AND ASK FOR THEIR CO-OPERATION AND TO CONSIDER A TRIAL PERIOD OF CLOSING THEIR GATES TO ASSESS THE IMPACT ON THE LOCAL AREA**
- **REQUEST A POLICE PRESENCE AT SCHOOL START/FINISH TIMES AND MAKE THEM AWARE OF RESIDENTS' PROBLEMS**
- **ASK BROADLAND DISTRICT COUNCIL TO CONTACT THE SCHOOL AND POLICE TO PROMOTE THE BIKE, SCOOT AND WALK CAMPAIGN**
- **REQUEST A 20MPH SPEED LIMIT FROM REEPHAM ROAD JUNCTION OF MEADOW WAY THROUGH THE CROMER ROAD OR AT THE VERY LEAST FROM THE WINDSOR ROAD JUNCTION AND TO INCLUDE MEADOW CLOSE**

Members of the public left the meeting at this point and it was agreed to adjourn for 5 minutes.

5. Report from Police to include Parish Crime Figures

Comments were invited on the document previously circulated. It was noted that the SNAP meeting details were incorrect. Cllr Gurney reported on the recent SNAP meeting where new Beat Manager Jade Weeks was introduced; she and fellow Beat Manager Felix Woodcock were to soon start working in Hellesdon.

6. Report from County Councillor

Cllr Gurney updated the meeting as follows:

- Drayton Wood Road – it was understood that the legal order had been proceeded. A plan had been produced for a chicane and more information would follow.
- The Area Engineer had been asked to bring Links Avenue forward on the rota in order to complete the work.
- Police had been asked to visit ASDA, B & Q and the Park and Ride car parks after hours
- Pavement repairs in Beryl Road, additional funding may be available for repairs near to the Salvation Army furniture store
- Cllr Gurney asked for further information on the Berkley Close/Links Avenue question raised area, giving details of ownership in order to move forward.

- A question on verge cutting gave rise to a discussion around the possibilities of the Parish Council taking this on again. A schedule and costings to be requested for the autumn meeting of the Playing Fields, Amenities and Allotments Committee, with the proviso that any proposed arrangement must be financially viable for the Council.

7. Reports from District Councillors

District Councillors reported as follows:

- Cllr Britcher – member of waste re-organisation group, as also was Cllr King. Reference also to a joint name for the newly formed “Two Councils, One Team.”
- Cllr Prutton – member led funding scheme now live; power and £500 to spend in the parish, with minimum “grant” of £50. District Councillors were also able to combine their funds within the parish. Members were asked to notify District Councillors of any groups/organisations that might possibly benefit
- Cllr Gurney – reference to licensing issues surrounding pet shops. Broadland District Council had adopted new legislation related to increased size of cages and hutches; a statement from a local pet shop owner that he had been prohibited from selling pets was untrue, he just needed to comply with the law.
- Cllr King – training courses

8. Reports from Chairman

Nothing further to report other than Playing Field, Amenities and Allotments matters to be covered later on the agenda.

Parish Clerk

nothing to report.

9. Financial Matters

9.1 Bank Reconciliations – 1- 30 June 2019

Information had been circulated. it was

RESOLVED TO ADOPT AS CORRECT

9.2a Approval of Payments – 1-30 June 2019

Information had been circulated, and it was

RESOLVED TO ADOPT AS CORRECT

9.2b Approval of Receipts 1-30 June 2019

Information had been circulated, and it was

RESOLVED TO ADOPT AS CORRECT

9.3 Detailed Income & Expenditure 1 April to 30 June 2019

The information previously circulated was discussed, whereupon it was

RESOLVED TO ADOPT AS CORRECT

9.4 Notes to Detailed Income & Expenditure 1 April to 30 June 2019
The information supplied by the Finance Officer was **NOTED** with thanks.

9.5 Earmarked Reserves Summary
The report previously circulated was **NOTED**

9.6 Internal Audit Report
Comments were invited on the report previously circulated. The only item for immediate attention was the risk report; however, it was noted that this was not actually due at the time of the Internal Audit visit. It was therefore

RESOLVED TO ADOPT THE REPORT AND TO ASK OFFICERS TO ADDRESS THIS ITEM AS A PRIORITY

9.7 Section 106 Update – Letter from Broadland District Council
The correspondence was discussed and referred to future meetings of the Playing Fields Amenities and Allotments Committee and the Community Centre Committee to suggest projects that met the criteria for this funding.

10. General Matters

To consider the following items:

10.1 Report & Notes on Street Lighting Update

The Chairman gave the background to the report which was discussed at length, with a variety of opinion expressed, in particular that the current information on the condition of the lights was out of date, also that the costs of a legal agreement to transfer any lighting should be borne by Broadland District Council. Overall, it was considered that the current offer was not good enough, and in line with an earlier resolution, the matter was referred to the Property, Policy and Resources Committee for discussion and report to Full Council at budget setting time.

10.2 Report on Restorative Justice/approaches

The information previously circulated was discussed with further background information from Cllr Fulcher. The bird boxes made by recent offenders as a result of the Restorative Justice approach were on display. It was subsequently

RESOLVED TO SUPPORT IN PRINCIPLE, BUT TO TAKE ACTION ON A CASE BY CASE BASIS

10.3 Report on Possible Repainting of “No Entry” Road Markings

Following discussion of the report previously circulated, it was

RESOLVED THAT THIS WAS AN OPERATIONAL MATTER AND COULD PROCEED WITHOUT DELAY

10.5 Report on Request to Support Hedgehog Highways in new developments

Correspondence from a resident previously circulated was discussed, together with comments from Cllr Franklin. Hedgehog highways were already Council policy, but often residents either did not leave access under fences or blocked it. It was

RESOLVED TO ASK THE RESIDENT TO CONTACT JUST HELLESDON FOR SOME PUBLICITY; ALSO, TO ADVISE THAT THE COUNCIL WOULD ENSURE HEDGEHOG HIGHWAYS WERE INCORPORATED INTO FUTURE PLANNING APPLICATIONS AND INCLUDED IN THE REVISION OF THE PERSIMMON MASTERPLAN FOR WHITE ROSE PARK

10.6 Letter from Hellesdon Parish Hall dated 25 July 2019

The Council was pleased to note from the correspondence that legally all seemed to be in order for the Council to consider a grant application. It was acknowledged that the building – constructed at the end of the 1st World War is part of Hellesdon’s heritage and the group might be eligible for other external funding that could be matched to improve the hall as well as carry out repairs. Cllr Fulcher was willing to meet with the Group if the Council wished. It was therefore

RESOLVED THAT

- **THE COUNCIL WAS PREPARED IN PRINCIPLE TO SUPPORT THE HALL, BUT NEEDED PRECISE INFORMATION AND COSTS FOR THE REPAIRS TO MAKE AN INFORMED DECISION AT A FUTURE MEETING**
- **GIVEN THE UNUSUAL NATURE OF THE BUILDING’S CONSTRUCTION, THE GROUP SHOULD MAKE ENQUIRIES OF TRUSTS AND SIMILAR ORGANISATIONS IN ORDER TO MAXIMISE FUNDING OPPORTUNITIES**

11. Planning

11.1 Committee meetings

Minutes of the meeting held on 18 June were re-presented, together with Minutes of the 2 July 2019 meeting, and the note to confirm that the meeting scheduled for 16 July 2019 was inquorate. It was

RESOLVED TO ADOPT ALL MINUTES AND TO RATIFY THE ADDITION OF CLLR PRUTTON AS A MEMBER OF THIS COMMITTEE

11.2 Questions of the Meeting

No questions.

12. Playing Fields, Amenities & Allotments

12.1 Committee Meeting held on 25 June 2019

Minutes of the Meeting held on 25 June 2019 had been circulated. It was

RESOLVED TO ADOPT

12.2 Questions of the Meeting

Cllr Attenborough had stepped down from this Committee. Cllr Gurney was **AGREED** as her replacement.

12.3 Set date for next Meeting

This was **AGREED** as Monday 2 September at 7pm.

13. **Media & Communications**

13.1 Committee meeting held on 16 July 2019

Minutes of the Meeting had been circulated and it was

RESOLVED TO ADOPT

13.3 Questions of the Meeting

No questions.

14 **Hellesdon Community Centre**

14.1 Date for meeting

This was **CONFIRMED** as Monday 19 August 2019 at 7pm

15. **Staffing Committee**

15.1 Committee Meeting held on 15 July 2019

Minutes of the Meeting had been circulated, and it was

RESOLVED TO ADOPT

15.2 Questions of the Meeting

Clerk vacancy – 5 applications had been received; the Interview Panel appointed at the Annual Parish Council Meeting in May would meet to discuss and set a date for interviews.

16. **Property, Policy & Resources**

15.1 Date for first meeting

This was **AGREED** as Wednesday 18 September at 7p.m.

17. **Neighbourhood Plan and Green Grid**

17.1 Verbal Report from meeting held on 25 July 2019

Cllr King reported on meeting with Bex Cross, new Tree Warden, also attended by Cllr Fulcher. The Report from Highways which would confirm planting locations was still awaited. still awaited which will confirm planting locations. It was important to understand the long-term costs to the parish from any planting undertaken.

17.2 Consideration of requests from the meeting

A full index of trees and species by an arborist was needed to help work out the long-term costs and implications for the parish and to assist with budgets and planning. The company approached in this regard had not responded, despite reminders and it was

RESOLVED TO APPROACH M J TREE SERVICES TO CARRY OUT THIS WORK IMMEDIATELY AS PART OF THEIR ONGOING WORK FOR THE PARISH COUNCIL

A project plan was required for the next Council meeting for the proposed December tree planting in Mountfield Park.

It was **AGREED** to appoint Cllr Avenell to the group.

18. Resolution to exclude the press and public

In the absence of any CONFIDENTIAL issues for discussion, the resolution was not needed.

9. Exchange of information

Cllr Buck – Hellesdon Community History had attended the carnival. The Spring series of talks was well attended, a further series was planned for the autumn.

Thanks were recorded to Cllrs Gurney, Prutton and Sparkes for staffing the Council's stall at the Carnival.

Cllr Grady – attended Land Trust Seminar, which was interesting and informative. Broadland News magazine was not received in all parts of the parish.

20. Date, Time and Venue of next Council Meeting

The date of the next meeting was **confirmed as Tuesday 3 September at 7pm.**

The meeting closed at 9.32p.m.