

## PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 6 January 2015 at 7pm in  
The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon,  
for the purpose of transacting the following business.

## AGENDA

**WELCOME** (and request that all non members complete the attendance register which will be retained as a record of those attending)

1. **Apologies and acceptance for absence**
2. **Declarations of interest and Dispensations**  
Members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda**. In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the room immediately after making representations, answering questions or giving evidence – ***Please contact the office should any item need clarification***
3. **To receive approval of minutes of the meeting held on 2 December 2014 & 23 December 2014 from those members present at the respective meeting**
4. **Public Participation** (as permitted by Standing Order 3.d & 5.k. xiii)  
Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
5. **Report from Police to include Parish Crime Figures**
6. **Report from County Councillor**
7. **Report from District Councillors**
8. **Report from Chairman/Clerk/Deputy Clerk**
9. **Financial Matters**
  - 9.1 Verification of Vouchers
  - 9.2 Bank Reconciliation
  - 9.3 Approval of Accounts vouchers numbered Receipts 341 – 361/Payments 652 – 756
10. **General Matters**
  - 10.1 To note list of items of correspondence not circulated as detailed at the end of this agenda
  - 10.2 To set details of first meeting of 3 party political leaders and Clerk & Deputy Clerk to address priorities.
  - 10.3 To set details of first meeting of Time & Task feasibility group to address the need for appropriate maintenance equipment and on site storage.
  - 10.4 To discuss and consider the outcome of the closed meeting held with Mr Phil Courtier BDC 3 December 2014 in respect of public access open space in Hellesdon.
  - 10.5 Set details of Annual Parish Meeting (suggest 21/28 April 2015) and consider format /promotion/chairmanship of the meeting
  - 10.6 To consider Norfolk Constabulary letter in respect of partnership working to improve community safety & quality of life issues within the parish.
11. **Activities**
  - 11.1 Carnival Committee. Nothing for meeting.
  - 11.2 Residents Party(s) Working Group. Briefing of Over 65's & Children's Party(s) 6 & 13 December 2014.
12. **Planning**
  - 12.1 Committee meeting
    - To note meeting(s) held 6 January 2015 (consecutive mins supplied as available)
    - To address any questions of the meeting(s)

- 13. Playing Fields, Amenities & Allotments**  
13.1 To consider renewal of Allotment Pest Control inclusive of control to extension to site.  
Total cost £795.00 (£620+£175). Budget provision £1000.00.
- 14. Media & Communications**  
14.1 Nothing for meeting
- 15. Property, Policy & Resources**  
Property, Policy & Resources  
15A.1 To receive a report from HPH appointed members  
15A.2 Committee meeting
- To note meeting held 16 December 2014 - Draft minutes supplied
  - To address any questions of the meeting
- 15A.3 To consider appointment/continuation of Internal Auditors for 2015/2016  
15A.4 To consider next stages of HEL2 project to convert to amenity land.  
Traffic Highways & Environment  
15B.1 Nothing for meeting
- 16. Staffing** – any consideration of a personal and/or confidential matter to be considered following a resolution to exclude the press and public  
16.1 Nothing for meeting
- 17. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following item(s) in view of the confidential nature of the business to be transacted. If resolved, such matter to be dealt after agenda item 19.**  
17.1 HCC Lease Review Working Group
- To note meeting held 17 December 2014.
  - To address any questions of the meetings
  - To approve terms of reference document.
- 18. Exchange of information**  
**19. To confirm date, time and venue of next Council meeting on 3 February 2015**

**Note to Members – Register of Members Interest**

Should any change need to be made to your form please be reminded that this should be actioned within 28 days of the change

**THE PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING**

*Mrs Patricia Kirby* Clerk to the Council      dated *29 December 2014*

**List of items of correspondence not circulated for PC meeting 6 January 2015**

BDC planning investigation cases Nov 2014

NCC Transport Matters December 2014

Resident communication regarding Charity Bike ride in support of CARE.