

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB  
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: [clerk@hellesdon-pc.gov.uk](mailto:clerk@hellesdon-pc.gov.uk)  
Parish Clerk: Natasha Carver

**Minutes of the meeting of the Property, Policy & Resources Committee held on  
Tuesday 26<sup>th</sup> January 2021 at 7pm Via Zoom**

Meetings are being held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 for the purpose of transacting the following business.

**Present:** Cllr S Gurney – Chair of the Committee  
Cllr B Johnson  
Cllr M Fulcher  
Cllr D King  
N Carver – Clerk  
M Marshall, DJ Designs (Left after agenda Item 6)

The Chairman welcomed members and opened the meeting at 7pm.

**1. Apologies and acceptance for absence**

Apologies were received from Cllr Britcher these were **ACCEPTED**

**2. Declarations of Interest and Dispensations**

No additional items noted.

**3. To Approve the Minutes of the Meeting Held on 15<sup>th</sup> December 2020**

Minutes had been circulated from the meeting held on 15<sup>th</sup> December 2020.

It was

**RESOLVED TO ADOPT THE MINUTES OF THE MEETING PROPOSED BY CLLR GURNEY AND SECONDED BY CLLR JOHNSON.**

Following the meeting held on December 15<sup>th</sup> 2020 item 4, the clerk was asked to contact the relevant bodies on the competency of the Severe Weather Policy. It was noted the Councils insurance company are not able to advise on this as they are not health and safety advisors or legal advisors, but to contact our Local Council Advisory Group. The clerk contacted both SLCC and Norfolk ALC who advised the policy was well written and the most in depth they had seen. The policy has now been updated with the amendments made at the meeting of the 15<sup>th</sup> December and accepted.

**4. Public Participation**

No public present at the meeting.

5. **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 items in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting. PROPOSED BY THE CHAIR AND AGREED**
  
- 6A. **Community Centre**  
The item was moved under the line.
  
- 6B. **Parish Land**  
The item was moved under the line.
  
7. **Exchange of Information**  
No further information.
  
8. **To confirm the date, time and venue of the next meeting**  
Clerk to confirm the next meeting date.

The meeting was closed to press and public and the following items were discussed.

- 6A. **Community Centre**
  - a) A verbal update was given at the meeting by Mike Marshall from DJ Designs the project Architect. Mike Marshall updated on the options to replace the roof with associated works including costings. This included the option to replace with a steel roof, a pitched tiled roof or new build. Cllr Fulcher asked for feasibility costings report to help look at the options given; this included the longevity of the work against the cost of the options given. Mike Marshall agreed to look at pathological report along with additional drawing for the steel roof. Following further discussions, it was proposed by Chair that going with the option to replace the existing steel agricultural roof with the pitched tiled roof would give it the longevity needed and value for money, Cllr King supported this, it was, **AGREED THAT THIS WAS THE RECOMMENDED OPTION TO GO WITH.** Mike Marshall informed the committee if they were to choose this option the project can be split into 3 stages 1) Replacement roof, 2) Replacement Windows, 3) M&E report which can be broken down further. All of these can be tendered for separately, the tender process is approx. 6- 8 weeks. The clerk confirmed total amount currently allocated including the public works loan had been put in a separate account for the project.
  - b) The written report from DJ Designs was previously circulated and **Noted.**
  - c) The workings of the agreed community centre working group were discussed and to be noted at Februarys full council.

**6B. Parish Land**

- a) A discussion was held on the Greater Norwich Local Plan (GNLP), the plan has now gone to the next stage 'Regulation 19' consultation. At this stage the Jarrolds site GNLP1021 and GNLP2173 had not been included as a site for either provision of new housing or openspace. The committee discussed the options for the site and it was,  
**AGREED TO PROPOSE TO FULL COUNCIL, FOR CLLR GURNEY AND CLLR KING TO SPEAK WITH BROADLAND DISTRICT COUNCIL, AND FOR A FORMAL SUBMISSION TO REGULATION 19 CONSULTATION TO BE PREPARED FOR THE PARISH COUNCIL WITH FEES OF UP TO £1000.**

The meeting closed at 21:05

DRAFT

Approved.....

Date.....