

**Minutes of the meeting of the Property, Policy & Resources Committee held on
Tuesday 3rd August 2021 at 7pm at
Hellesdon Parish Council Offices, Diamond Jubilee Lodge, Woodview Road, Hellesdon**

Present:

Cllr S Gurney – Chair of the Committee
Cllr B Johnson – Vice Chair of the Committee
Cllr R Potter
Cllr R Forder
Cllr M Fulcher
Cllr D Britcher

Also in Attendance:

N Carver – Clerk

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

1. Apologies and acceptance for absence

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

2. Declarations of Interest and Dispensations

No further declarations of interest made.

3. To Approve the Minutes of the Meeting Held on 1st June 2021

Minutes had been circulated from the meeting held on 25th May 2021.

It was

**RESOLVED TO ADOPT THE MINUTES OF THE MEETING PROPOSED BY CLLR JOHNSON AND
SECONDED BY CLLR FULCHER, AGREED BY ALL**

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
SECONDED BY CLLR JOHNSON AND AGREED BY ALL**

6. Community Centre

This item was discussed after agenda item 8 following the resolution to exclude press and public in the view of the confidential nature of the business being discussed.

7. Exchange of Information

No further information.

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

Provisional date 8th September at 7pm

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

6. Community Centre

a) The site meeting minutes were previously circulated to all councillors and **NOTED**. A verbal update was given to the committee regarding the PV requirements for the centre, the system being put in place will accommodate for the proposed extension. We are still awaiting for a portable toilet for the public to use, the Clerk will chase.

b) To committee were presented with drawings following the review of the M&E. A discussion was had over the requirements for additional electrical sockets, a booking in system, touch pads to access the main rooms, the clerk will ask for these to be confirmed and added to the tender documents. It was discussed and **AGREED** by all with the items discussed added to the drawings DJ Designs can produce the tender documents.

RESOLVED TO ALLOW DJ DESIGNS TENDER THE M&E WORKS INLINE WITH OUR STANDING ORDERS

The meeting closed at 8:25pm

DRAFT

Approved.....

Date.....