

**Minutes of the meeting of the Property, Policy & Resources Committee held on
Wednesday 1st March 2022 at 3pm 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 Forder
Cllr D Britcher

Cllr M Fulcher attended via zoom for a portion of the meeting.

Also in Attendance:

F LeBon – Clerk
R Reeve – Locum Clerk

The Chairman welcomed members and opened the meeting at 3pm.

1. Apologies and acceptance for absence

Apologies were received from Cllr Potter and Cllr King. These were **ACCEPTED**.

2. Declarations of Interest and Dispensations

Cllr Johnson declared an interest in item 8 as a member of the bowls club.
No further declarations of interest made.

3. To Approve the Minutes of the Meeting Held on 24th November 2021

Minutes had been circulated from the meeting held on 24th November 2021.
The minutes from the 24th November 2021 were **AGREED**. Cllr Britcher abstained from the vote due to not being in attendance at this meeting.

4. Public Participation

No public present at the meeting.

5. 5a. Internal Audit – 2021/22 interim report

Noted interim report recommendations made, and actions being taken

5b. Internal Audit – 2022/23 engagement

Agreed to re-engage the current internal auditors for 2022/23 year, but to test the market for best value for the 2023/24 year.

6. Grit bin

This is being progressed with Norfolk County Council. This was **noted** by members.

7. Allotments

7.1 Defibrillator

An update was provided on the request from HAHA for a grant to provide a defibrillator on the allotment site. Quotes had been received for the electric supply to connect a defibrillator to, firstly to connect to the toilet wall, and secondly to connect to exterior of the site via the supply from the street light. The latter option would allow for the defibrillator to be accessible when the allotment site is closed.

It was **AGREED** after a proposal from Cllr Gurney and a second from Cllr Britcher that, in principal, the defibrillator should be located outside the site to be publicly accessible. The cost of connecting the supply would be £2,163.15 and would be taken from the Good Causes for Hellesdon Budget. However the council would incorporate the £500 grant that had already been secured by HAHA into this cost.

7.2 20th Anniversary

HAHA has requested support from Hellesdon Parish Council for celebrating the 20th anniversary of the Allotments and/ or also the Queen’s Diamond celebrations at this site. It was **AGREED** that as the council was holding a community fete for the Queen’s Diamond Jubilee, that HAHA should be invited to have a stall at the fete to celebrate with the community.

7.3 Community Allotment

It was **NOTED** that the terms and conditions for an RHS grant for a community allotment were too onerous. Alternative options were discussed and it was **AGREED** to investigate the feasibility of sub dividing the plots into areas smaller than half a plot to support those who wanted to have an allotment, but without the time to look after a larger area.

8. Bowls Club

The Committee considered a request both for a grant towards a kitchen for the Bowls Club, as well as a request to provide an electrical/ water supply. Concerns were raised over the condition of the building and the uncertainty of the of the costs of the electrical supply, water supply and drainage therefore it was **AGREED** to reject the grant application. Other options for the bowls club could be looked at that could be more permanent.

It was **AGREED** to provide a mobile toilet/ port-a-loo, as provided last year due to the delay in toilets being provided within the Community Centre

9. Community Centre

Terms for future hiring of the Community Centre were noted. It was **AGREED** that the hire charges should be held upon reopening and reviewed after six months. Further investigations will be done into the level of damage deposits and the cancellation terms. Charges for the sports facilities will be reviewed by the Playing Fields, Allotments and Amenities Committee.

10. Exchange of Information

It was raised that an email had been sent to members about opportunities for highway improvements and tidying up areas of Hellesdon that were subject to graffiti, litter or chewing gum.

Date of next meeting: To be agreed

The meeting closed at 5.00pm.

Approved.....

Date.....