

## MEETING OF THE FULL COUNCIL

**Notice of meeting to be held on Tuesday 14<sup>th</sup> June 2022 at 7pm  
in The Council Chamber, Diamond Jubilee Lodge Wood View Road, Hellesdon.  
Councillors are summoned to attend for the purpose of transacting the following  
business.**

**The Openness of Local Government Bodies Regulations 2014**

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting.

If you have any symptoms of a respiratory infection, including Covid-19 please do not attend.

## AGENDA

### Welcome by the Chairman

#### 1. Apologies and acceptance for absence

To receive and accept apologies for absence as previously notified to the Parish Clerk.

#### 2. Declarations of Interest and Dispensations

To receive Members' Declarations of Interest in Agenda Items and to note the granting of any Requests for dispensations.

#### 3. Minutes from Full Council meeting held 10<sup>th</sup> May 2022

To agree the minutes of the meeting held on 10<sup>th</sup> May 2022 (1-6)

#### 4. Minutes from Full Council meeting held 23<sup>rd</sup> May 2022

To agree the minutes of the meeting held on 23<sup>rd</sup> May 2022 (7-8)

#### 5. Public Participation

To receive questions from the public.

(Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).

#### 6. Reports

- a) Clerk's Report (9-10)
- b) Verbal update from District and County Councillors.
- c) Verbal update from Chairman.

#### 7. Financial Matters

- a) Bank Reconciliation – May 2022 (11)
- b) Earmarked reserves summary. (12)
- c) Approval of Payments – May 2022. (13)
- d) Approval of Receipts – May 2022 (14)
- e) Detailed Income and Expenditure 1<sup>st</sup> April 2022 – 31<sup>st</sup> May 2022 (15-21)
- f) To Receive Internal Auditor's Report (22- 41)
- g) To Approve the Annual Governance Statement 2021/2022 (42)
- h) To Approve the Annual Accounting Statements 2021/2022 (43 – 46)

#### 8. Planning

To note decisions made by the Planning Committee on 10<sup>th</sup> May and 24<sup>th</sup> May 2022 (47- 50)

**9. Events**

To receive a verbal update from the Events Committee, and success of Jubilee Fayre

**10. To Consider Additional Sites for SAM Signs under Parish Partnership Scheme**

To consider two additional sites for collation of speed data **(51- 54)**

**11. To Consider Official .gov.uk Councillor Email Addresses**

To receive report regarding JPAG recommendation 5.169 on proper practices for email addresses **(56-57)**

**12. Hellesdon Library**

Proposal from Cllr D. Britcher that Hellesdon Parish Council, being minded to act on behalf of the residents of Hellesdon to prevent further occurrences of motor vehicle(s) colliding into the front of the library building, install at the front of the library steel barriers of suitable design to minimise the risk of damage to the library front wall from motor vehicles and to also provide a safer walkway route for pedestrians to the library and the community centre from the Woodview road entrance as they turn right into the Community centre carpark at the end of the library building. The steel barriers to be of such a design to comply with DDA requirements, and of a sufficient height to be seen by motorists while reversing up to the steel barriers in front of the library. **(58)**

**13. To Consider Correspondence from Hellesdon Pre School with Regards to School Parking**

A request has been received from Hellesdon pre-School to utilise the Community Centre Car Park for Pre-School Parking **(59)**

**14. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the item 15 in view of the confidential nature of the business to be transacted and item 16 as the item relates to Terms and Conditions of Employment. If resolved, such items to be dealt after the item that confirms details of the next meeting.**

**15. Community Centre**

Update on claim for water damage within building, projected re-opening date and financial update **(60)**

**16. Staff Restructure**

To Consider Recommendations on Staff Restructure. **(60)**

**17. Exchange of information only.**

Matters raised are for information only and items to be considered for future agendas

**18. Time and Venue of next Council meeting.**

To confirm the time and location of the next meeting of the Full Council as 12<sup>th</sup> July at 7pm in the Council Chamber

*Faye LeBon* Clerk to the Council Dated 8<sup>th</sup> June 2022