

The Council Office Diamond Jubilee Lodge Wood View Road Hellesdon Norwich, NR6 5QB
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Parish Clerk: Mr. Mark Knight

**Minutes of the Meeting of Hellesdon Parish Council
held on Tuesday 2 October 2018 in the Council Chamber,
Diamond Jubilee Lodge, Wood View Road, Hellesdon, at 7.00p.m.**

PRESENT:

Cllr S Prutton, Chairman

Cllr Attenborough Cllr G Britton Cllr D Buck

Cllr Fahy Cllr Franklin

Cllr Fulcher Cllr Ghimire

Cllr S Gurney Cllr D Jones-Blackett

Cllr D King Cllr J Knowles

Cllr Wright

Mr Mark Knight – Parish Clerk

WELCOME

The Chairman welcomed those present at 7.00p.m. Also in attendance was Mr. David Southgate.

The Chairman also welcomed Mr. Gerald Batty (Chief Executive Officer of the Wensum Trust) and Mr. Daniel Thrower (Head of Arden Grove School) from the Wensum trust who were also in attendance to give a short presentation regarding educational provision in the Parish.

Mr. Batty hoped that this engagement process would be the start of a sustained programme of community engagement with another coming at the end of the school year.

Mr. Batty then gave a short presentation on the history of the Wensum Trust and the success it has had since forming in 2015 which has been recognized by the Department of Education. He gave details on their budget and payroll to give an idea of the size of the organisation in general.

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Mr. Batty then went on to speak about the quick growth of the Trust and the formation of three educational ‘hubs’ under its control with one Urban Hub in Hellesdon, a Coastal Hub around Wells-next-the-Sea and Burnham Market and a Countryside Hub at Acle High School. This gives provision from 3 to 18 years old and has resulted in Acle High School recently being taken out of special measures.

Mr. Batty spoke about the plan to provide a facility for children suffering from attachment and trauma disorders which will be built at Hellesdon High School. He invited questions from the members present.

Cllr. Buck asked if any help could be given promoting Hellesdon Youth Club. Mr. Batty gave the contact details for the Lettings and Marketing Officer at the Wensum Trust who could assist.

Cllr. Ghimire enquired into the downsides of running as a Trust and how the Trust is funded. Mr. Batty gave full details on the nature of educational funding to academies and how a central services unit for IT, Human Resources and administration helped to reduced costs. Funding such as the Pupil Premium and Special Educational Needs is ring fenced.

Cllr. Fulcher shared his enthusiasm for cross-working with the Parish Council and how this can be used to improve community engagement.

Cllr. Knowles indicated that he was not a supporter for the academy system but was nonetheless impressed by the local engagement demonstrated with a focus on accountability and sound teaching values.

The Chairman thanked Mr. Batty and Mr. Thrower for coming. They left the meeting at 7.23pm.

The Chairman opened the meeting proper at 7.25pm.

127. Apologies and Acceptance for Absence

Apologies were received and accepted from Cllrs. Everett and Sear. It was agreed to accept the apologies received.

128. Declarations of Interest and Dispensations

- Cllr King – Hellesdon Youth Club, Hellesdon Community History
- Cllr Buck – Hellesdon Youth Club, Hellesdon Community History, Broadland District Council
- Cllr Knowles – Hellesdon Community Choir
- Cllr Gurney – Broadland District Council, Norfolk County Council

No dispensations had been requested.

129. Minutes of Meeting held on 11 September 2018

Minutes had been circulated, and it was

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RESOLVED TO ADOPT

130. Public Participation

None.

131. Report from Police to include Parish Crime Figures

These were circulated and the new truncated style with colour coding was noted and accepted as an improvement by the members present.

132. Report from County Councillor

Cllr. Gurney reported that Chris Mayes had left the employ of Norfolk County Council Highways. In his absence Cllr. Gurney met with Tom McCabe regarding the traffic problems on the Drayton Wood Road particularly with Heavy Good Vehicles and skip hire lorries. It has widely been accepted that these vehicles are using this road as a shortcut to the Northern Distributor Road. Cllr. Gurney then reported that she had used her £6,000 discretionary spending allowance as a County Councillor to put towards a Road Traffic Order putting a restriction of 7.5 tonnes on the road with an exception for refuse lorries etc. Local residents had already been informed of this prior to the meeting. The process of implementing this order should take between 6 to 9 months. In this process the Parish Council will be a consultee and Cllr. Gurney encourages the members to support it at the appropriate time.

Cllr. Gurney also reported on the budget consultation process at the County Council with cuts expected to Adult Social Services.

There has been complaints regarding banners placed on main roads around the Parish and the Highway Rangers have been instructed to remove them.

133. Reports from District Councillors

Cllr Buck reported that a new Joint Chief Executive Mr. Trevor Holden would be confirmed on the 4th October 2018.

Several complaints were also reported about pile driving and noise at the Royal Norwich Golf Course development site.

Several projects were currently underway to commemorate the World War One Armistice.

The District Council will be running a flu jab campaign through its Community at Heart scheme. This is aimed at local residents. A Handyman Plus scheme is available to senior residents in the Parish.

Cllr Gurney reported that problems with building work at a property on the Reepham Road has been resolved with the pavement being reinstated but that enforcement action was underway at a property in Meadow Way. Cllr. Britton also advised Cllr. Gurney on a recent planning decision regarding building

development work at the former care facility at Northgate House which the committee had objected to due to insufficient evidence being presented for decision.

The members present received a written report from District Councillor Grady detailing budget and planning issues.

134. Report from Parish Council Chairman

The Chairman gave a verbal report on a recent holiday reading scheme award ceremony she and Cllr. Buck had attended and of an enforcement issue in Waldemar Avenue.

Parish Clerk –

The Chairman highlighted the report previously circulated:

There were no questions and the report was **ADOPTED**.

135. Financial Matters

135.1 Bank Reconciliation – 1st August to 31st August 2018.

This report was circulated prior to the meeting and figures were accepted.

135.2a Approval of Accounts - Payments –1st August to 31st August 2018

This report was circulated prior to the meeting and figures were accepted. Questions were asked over the cost of the shredding service and the Parish Clerk gave a verbal report on the nature of the confidential waste disposal service and the cost of repairing the office shredder.

135.2b Approval of Accounts – Receipts – 1st August to 31st August 2018

This report was circulated prior to the meeting and figures were accepted. The Parish Clerk gave a verbal report on the recent internal audit process and an explanation as to the three amber points, concerning budget transparency and wage payments, which were already being addressed by the Parish Council Staff.

135.3 Approval of budget monitoring report.

The level of detail in this report was commended and the Finance Officer was congratulated for his hard work. A request for a budget forecast figure was presented with the Parish Clerk who will discuss with the Finance Officer for possible inclusion going forward.

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Questions were raised over postage and the Parish Clerk urged councillors to either receive electronic packs with papers being available on the night of the meeting or alternatively pop into the offices to pick up the packs themselves. This would lead to substantial savings in the postage budget which is running high.

136. General Matters

136.1 Verbal report from the Parish Clerk concerning Street Lighting provision.

The Parish Clerk reported that a communication had been received from Broadland District Council informing the Parish Council that it intended to press Norfolk County Council to take on this provision in the future.

Cllr. Gurney indicated that this would be unlikely and that another attempt to offload the cost onto the Parish Council would be forthcoming.

137. Activities

137.1 Request from Cllr. Buck to fund the printing of a commemorative booklet for the World War One Armistice.

Cllr. Buck declared an interest at this point before delivering a request for 200 copies to print a commemorative booklet of all of Hellesdon's Fallen in World War One at a cost of £135.

Cllr. Gurney requested that new photographs be used and a list of names be included and a brief discussion took place regarding the repositioning of the memorial.

Cllr. Prutton indicated that a suitable cost code in the current Media, Communications and IT Infrastructure budget has been identified to cover this cost.

It was proposed to cover the cost for this venture at a cost of no more than £135 by Cllr. Knowles and seconded by Cllr. Britton. It was thus **RESOLVED** to pay for the printing costs for the World War One Commemorative Booklet produced by the Hellesdon Community History Group at a cost of £135 to be taken out of the Media, Communications and IT Infrastructure budget for the current year.

The meeting then adjourned for a comfort break at 8.18pm, resuming at 8.28pm.

138. Planning Matters

138.1. Committee Meeting of the 4th and 18th September 2018.

Minutes had been circulated.

Questions of the Meetings

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There were no questions and it was
RESOLVED TO ADOPT THE MINUTES

139. Playing Fields, Amenities and Allotments

Nothing for meeting; however it was hoped that by the time of the next Full Council a fuller report could be given on commemorative benches in Mountfield Park and a discussion with Hellesdon Bowls Club regarding their future.

140. Media and Communications

140.1. Committee Meeting of the 24th September 2018

Minutes had been circulated.

Questions of the Meeting

There were no question and it was

RESOLVED TO ADOPT THE MINUTES

140.2 To discuss the recommendation from this committee to enhance and improve the current CCTV system across the Recreation Ground site.

Cllr. Knowles gave a verbal report on the CCTV provision and cover across the site which built upon the CCTV report distributed by the Parish Clerk at the previous meeting. It was **RESOLVED** that the only provider capable of delivering a robust and up to date system with associate service and maintenance contract was Norse Security and any future approach should ultimately be with them.

However, it was deemed that the information provided by Norse was not adequate for the needs of the Parish Council and so it was **RESOLVED** that the Parish Clerk should approach Norse again with an enhanced proposal and see what can be provided. It was suggested that 8 megapixels minimum camera and body cam be requested and that connectivity and ability to store images long term be specifically stated and addressed in this approach. The Parish Clerk to report back to the next meeting with the results of this approach.

Also, it was agreed that an approach should be made to Norfolk County Council Library Services for help with funding in this regard.

141. Property, Policy and Resources

There was nothing for this meeting, however Cllr Gurney indicated that the next meeting would be the following day when hopefully a great deal of business would be discussed.

142. Hellesdon Community Centre

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Nothing for meeting

143. Staffing

The meeting of the 27th September 2018 took place after the papers for the Full Council meeting were produced and so were not available. However, Cllr. Knowles reported that a new Recruitment and Selection Policy and Procedure was discussed and that the Parish Clerk was now substantive and no longer in his probationary period.

146. Exchange of Information

Cllr Buck – reported that the Hellesdon Youth Club was back after a break and also distributed copies of a Mann Egerton sign which he hoped to see erected near to the boundary of the Parish.

Cllr Gurney – reported she and Cllr King had attended a Macmillan Coffee Morning in aid of cancer research.

Cllr Knowles – reported that the Hellesdon Community Choir would be entertaining at a World War One Armistice celebration in Horsford on the 13th October 2018 and about 60 to 80 tickets had been sold so far.

Cllr Fahy – reported he had received numerous complaints regarding the overgrown hedge near the Chestnut Tree public house.

Cllr Franklin – voiced her concerns regarding a shipping container and a building under construction on the premises of a property in Meadow Way.

147. Date, Time and Venue for Next Meeting

This was confirmed as **Tuesday 6 November 2018**, at 7pm in the Council Chamber, Diamond Jubilee Lodge.

The meeting closed at 8.59pm.

144. Resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following item(s) related to Staffing Issues in view of the confidential nature of the business to be transacted. If resolved, such items to be dealt with after the item that confirmed details of the next meeting.

It was RESOLVED to exclude the press and public as detailed above.

Mr. Southgate left the meeting at this point.

145. To revisit the decision to pursue a potential land acquisition opportunity.

It was **RESOLVED** to defer this decision until the November Full Council meeting.

