HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 4th February 2020 at 7pm in The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon, for the purpose of transacting the following business.

THE PRESS & PUBLIC ARE INVITED TO ATTEND AND THE MEETING ALLOWS FOR PUBLIC PARTICIPATION AT AGENDA ITEM 4

AGENDA

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. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

Welcome

1. Apologies and acceptance for absence

2. Declarations of Interest and Dispensations
(a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda.**
(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence ***– Please contact the office should any item need clarification***
(b) Clerk to report any written requests for dispensation in respect of items on this agenda.

3. To receive approval of minutes of the Full Parish Council Meeting held on 7th January 2020 from those members present at the respective meeting *(pages 1-5)

4. Wensum Trust
Daniel Thrower, New CEO of The Wensum Trust, update the Parish Council on the trusts developments.

5. Public Participation (as permitted by Standing Order 3d & 5kxiii)
Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).

6. Report from Police to include Parish Crime Figures.*(pages 6-7)

7. Report from County Councillor.

8. Reports from District Councillors.

9. Reports from
a) Chairman.
b) Parish Clerk. ***(pages 8-9)**

10. Financial Matters

a) Bank Reconciliation – 1st December to 31st December 2019. ***(page 10)**
b) Approval of Payments – 1st December to 31st December 2019. ***(pages 11-12)**
c) Approval of Receipts - – 1st December to 31st December 2019. ***(page 13)**
d) Detailed Income and Expenditure 1st April to 31st December 2019. ***(pages 14-21)**
e) Earmarked reserves summary. ***(page 22)**
f) To agree the purchase of RBS Software from IT Reserves***(pages 23)**

11. Staff and Councillor Training * (pages 24)

a) To Approve Staff and Councillor Training Requests
b) To consider splitting training budget into 2 sections and to reallocate to separate cost centre's

12. General Matters

a) To confirm instruction to PLC Leisure as per recommended quote from PP&R

13. Planning

To consider Planning Committee Matters

a) To note Minutes of meeting held on Tuesday 3rd December 2019 and Tuesday 17th December 2019. ***(pages 25-28)**
b) *To* address any questions of the meeting.

14. Playing Fields, Amenities & Allotments

To consider Playing Fields, Amenities & Allotments Matters

a) To note Minutes of meeting held on Thursday 23rd January 2020. ***(pages 29-31)**
b) To confirm any decisions made.

15. Media & Communications

To consider Media and Communications Committee Matters

a) To confirm no of pages in February edition Just Hellesdon.

16. Hellesdon Community Centre

To consider Community Centre Committee Matters

17. Property, Policy & Resources

To consider Property, Policy & Resources Matters

a) To note minutes of meeting held on 30th December 2019 & 20th January 2020***(page 32-35)**
b) To confirm the decisions made by Property, Policy and Resources committee

18. Staffing

a) To note minutes of meeting held on Wednesday 15th January 2020***(pages 36-37)**
b) To confirm the decisions made by Staffing committee

19. Neighborhood Plan and Green Grid

a) A verbal update from Cllr Fulcher.

20. Exchange of information.

21. 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 item(s) in view of the confidential nature of the business to be transacted.

22. Time and Venue of next Council meeting on Tuesday 3rd March 2020.

Natasha Carver **Clerk to the council** **Dated** *28th January 2020*

**All documents referred to in this agenda as "attached" are supplied to Parish Councillors only. Copies are available (unless marked confidential) at the Council Offices during public opening hours.*