HPC HELLESDON PARISH COUNCIL

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Minutes of the Meeting of Hellesdon Parish Council
Held on Tuesday 9th February 2021 by Zoom Online at 7.00 pm.

Meeting is being held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 for the purpose of transacting the following business.

PRESENT:

Cllr B Johnson, Vice Chair	Cllr S Gurney
Cllr K Avenell	Cllr G Britton
Cllr U Franklin	Cllr D Fahy
Cllr D Britcher	Cllr M Fulcher

In attendance: Mrs N Carver, Clerk
District Cllr Prutton
1 Member of the public

WELCOME –The Vice Chairman welcomed Councillors and members of the public. The Vice Chairman advised as per item 10 of our standing orders, that he would add the following item to the agenda under Chairman's reports, as an item of urgent business.
Norfolk County Council and Transport in Cities Consultation for the Cromer/Aylsham Road Bus Lane, formal response from the Council.

1. Apologies and Acceptance for Absence

Apologies from Cllr King who is still unwell with COVID, have been received by the Clerk, these were **ACCEPTED**.

2. Declarations of Interest and Dispensations

There were no requests for dispensations and no additional interests declared.

3. Minutes of the Meeting held 12th January 2021 & Extra-Ordinary Meeting held 28th January 2021

The Minutes of the Full Council zoom meeting held on 12th January 2021, were proposed by Cllr Gurney, and it was

RESOLVED TO ACCEPT

Matters arising from the Minutes of the Full Council meeting held on the 12th January not listed on the agenda.

To reconstitute the Planning Committee. The Planning Committee previously consisted of 5 full members and 4 sub-committee members, currently there are 3 full members and 4 sub-committee members. Cllr Franklin has been standing in on the Planning Committee for the past year and **AGREED** to continue as a full member of the Committee. It was proposed by Cllr Gurney and seconded by Cllr Fulcher, for Cllr Johnson to become a full member of the Committee. Cllr Avenell proposed he would take the position on sub-committee. It was

AGREED BY ALL

Approved……

Date……

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CONT. AGENDA ITEM 3

The Minutes of the Extra-Ordinary Full Council zoom meeting held on 28th January 2021, were circulated. Cllr Britcher asked for the following amendment on page 2.
Cllr Britcher endorsed what Cllr Gurney had said and added that those who wanted to object would be encouraged to do so individually and the meeting at Broadland District Council for the Planning Meeting would be on Zoom.
Proposed by Chair and seconded by Cllr Gurney, to accept and it was
RESOLVED TO ACCEPT WITH THE ABOVE AMENDMENT
Cllr Gurney asked that the response for the planning application from the Council be noted at the next Full Council meeting.

4. Public Participation

Resident Mr. Southgate attended the meeting and spoke with regards to potholes on Middletons Lane, Cllr Gurney responded that these have been reported.

5. Reports from

a) Parish Clerk

The Parish Clerk's report was previously circulated. It was
RESOLVED TO ACCEPT THE REPORT
The Clerk provided an update on the following items: New notice board has been placed just up from the Whiffler pub and Subway on the corner of Coronation Road/City View Road, this was following a request received by Cllr Gurney, the notice board was once situated on the land owned by Subway which was previously removed and not replaced.
A tree on Cottinghams Park has fallen, this has been looked at and cordoned off, the tree surgeon will be out on-site Wednesday 10th February pending the weather.
Clerk has received a letter from Daniel Thrower, the CEO of Wensum Trust regarding the recent planning application for Arden Grove School. The Clerk read out the letter at the meeting.
A consultation letter has been emailed to all Councillors regarding replacement traffic lights at Boundary Road junction due to their age, any comments can be sent directly to Norfolk CC or via the Clerk, comments must be received by Feb 11th. Cllr Gurney confirmed that these are the lights at the junction of City View Road and are part of a rolling program.
Cllr Johnson spoke with regards to the dog bin that has been removed on Meadow Way, Clerk confirmed that the Grounds team are aware, and this will be put back in place once the bin has been emptied and the snow has cleared.

Cllr Franklin reported an incident that had happened to her on the recreational ground field. A parishioner was on the field with their dog(s) who were not on a lead, the dog(s) were recalled but did not respond, they then continued towards Cllr Franklin and jumped up at her. There is clear signage that dogs should be on leads and under control. Cllr Franklin asked that the Clerk could add a reminder on Facebook of this.

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b) County and District Councillor

- Cllr Gurney updated the Parish Council with regards to County matters. Cllr Gurney addressed the point Cllr Britcher raised at last month's Full Council meeting where Cllr Britcher asked Cllr Gurney to speak with Ben Rayner, our Highways Engineer regarding street furniture on Overbury Road, in particular posts in the grass verges. Cllr Gurney has investigated this with Ben Rayner and as the grass verges in Hellesdon are owned by Norfolk County Council, residents are unable to purchase or pay for any street furniture to be placed on the verges as it is down to ownership and insurance.

  Cllr Gurney updated on Cromer Road consultation, over 300 residents have already responded plus additional 53 emails and a letter direct to herself which have been redirected. Cllr Gurney is working directly with the Norwich Transformation of Cities Officers to look at additional ideas for Hellesdon, these will be put forward later in the year.

  Following the installation of the bollards installed outside Firside School, these have had very favorable comments, including the school, however there are some groups in the community that have responded negatively to this and correspondence has been received in the Parish office. All posts that are installed must conform to the legal requirements, this includes size, height, distance from the curb and width of pathway. Currently these are wooden posts, however it was asked if plastic posts could be used instead, the question will be put to the Highways Officer.

  There have been a few incidents of fly tipping in the Parish, Cllr Gurney reported that one incident was at the Parish Hall, following a discussion with the Parish Hall they were able to locate the person who the rubbish belonged to and were able to issue a fixed penalty notice of £200. Unfortunately, the Parish Hall became responsible for removing this as it is private land. Cllr Gurney reported that currently it is proposed for the Elections to continue to take place in May.

  Cllr Gurney updated the Council on the 20mph speed reduction for Meadow Way, Highways have recommended to not have a set 20mph speed limit but to have recommended signage to advise reduced speed. Following a discussion Cllr Gurney proposed to continue with having a set 20mph speed limit for Meadow Way, which was seconded by Cllr Fulcher and AGREED.
- Cllr Prutton updated that Veolia are currently delayed with collections due to the severe weather conditions.
- Cllr Britcher updated that the Waste Management contract tender is still ongoing.

c) Cllr Johnson brought the following item to the agenda;

Norfolk County Council and Transport in Cities Consultation for the Cromer/Aylsham Road Bus Lane. Cllr Gurney updated the Council;

Last May 2020 a proposal of £32 million was awarded to Norfolk County Council Transport in Cities project. The project included the proposal for a bus lane on Cromer/Aylsham Road. Cllr Gurney asked that the consultation for this project was delivered to additional areas to be consulted on and that the original 3 week consultation period, would be extended. Cllr Gurney spoke with Andrew Proctor and has had the period extended to 3 March, an additional 3 weeks.

Cllr Gurney reported she is not in favor of the proposed project and supports the residents in Hellesdon. She reported that the money is centrally funded and unfortunately can only be spent on the proposed project and is not transferable. The proposal sees a 24h bus lane run along the Cromer and Aylsham Road. However, no buses run on Sunday and the park and ride has limited operational hours. A restriction on operating times should be considered along with the width of the road if incorporating a cycle lane. Cllr Johnson said he was against the proposal as this will cause unnecessary bottle necks and additional pollution and traffic onto the Reepham Road.

Approved……

Date……

CONT. AGENDA ITEM 5c.

Cllr Britcher spoke regarding correspondence with residents on Drayton Road, they feel that they will also be impacted by the proposal, other areas will be used as a rat run. Cllr Britcher is not in favor of the bus lanes and along with the residents who he has spoken to, he feels there are no benefits for the residents. Concerns have also been raised by residents that there would be sight restrictions if a cycle lane was put in the same location.
Cllr Prutton commented that she would support a cycle lane on the road but not on the pavement. It was
Proposed by Cllr Gurney and seconded by Cllr Avenell for the Clerk to respond on behalf of the Council, supporting the residents' response not to support the proposal. **AGREED BY ALL**

d) The Police Crime Report was **Noted**
PC Weeks is currently carrying out additional checks of the play areas and open spaces following on from the current lockdown guidance.

6. Financial Matters

a) Bank Reconciliation – 1st April to 31st January 2021.
The document previously circulated was discussed
it was
RESOLVED TO ACCEPT

b) Earmarked Reserves summary.
The document previously circulated was discussed
it was
RESOLVED TO ACCEPT

c) Approval of Payments – January 2021.
The document previously circulated was discussed,
It was
RESOLVED TO ACCEPT

d) Approval of Receipts – January 2021.
The document previously circulated was discussed.
It was
RESOLVED TO ACCEPT

e) Detailed Income and Expenditure Report - 1st April to 31st January 2021
The document previously circulated was discussed.
It was
RESOLVED TO ACCEPT THE REPORT

f) A donation request was received from Norfolk Citizens Advice, it was proposed by Cllr Fulcher and seconded by Cllr Avenell to donate £100. It was
RESOLVED TO APPROVE

7. Greater Norwich Local Plan

a) A report regarding the Regulation 19 stage of the GNLP was previously circulated, to update all Councillors.

b) A discussion was held with regards to responding to the Regulation 19 consultation and Cllr Gurney gave a verbal update following the recent PP&R meeting where this was discussed. The recommendation for a meeting with the Chair of the Council and Chair of PP&R Committee along with the Director of Place for Broadland District Council to discuss land acquisition was **AGREED.** Cllr Britcher asked for the Proper Officer of the Council to attend the meeting and agreed he would also attend.

Approved……

Date……

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8. Verge Parking in the Parish

Cllr Avenell has continued to look at the matter following a discussion at last month's Full Council meeting. It was NOTED that the white paper for verge parking has been consulted on and we are currently awaiting the response. It was

RESOLVED FOR CLLR AVENELL TO PURSUE THE MATTER FURTHER ONCE AN UPDATE FROM THE WHITE PAPER CONSULTATION HAS BEEN RECEIVED

9. Planning

To note recent planning decisions made by the Planning Committee on 12th & 26th January 2021.
It was resolved to NOTE

10. Playing Fields, Allotments and Amenities

a) The Minutes of the meeting held 5th January 2021 were previously circulated.
It was resolved to NOTE

b) A verbal update from Cllr Johnson was given on matters from the Minutes.
Hellesdon Green Project with Broadland Tree Wardens has had a good uptake so far, with over a third of the tree allocation being taken up. We have until end of February for people to sign up and those trees will be with them for planting in March.
A Site meeting for the new equipment at Meadow Way is scheduled for 16th February where a start date will be discussed.

c) The Clerk gave a verbal update on the Allotment water leak. Following an onsite visit from a company specialising in leak detection, the recommendation is to carry out further investigation to get the precise location, cost of £2,300 per day max two days, they would hope to complete in first day. We currently have no budget set for this costing of work. This was discussed and it was
RESOLVED TO CONTINUE TO MONITOR THE LEAK AND GET PRECISE COSTINGS. ITEM TO BE TAKEN BACK TO THE PLAYING FIELDS COMMITTEE. NOTED CLLR BRITCHER ABSTAINED FROM VOTING AS HE IS AN ALLOTMENT HOLDER

d) Correspondence received from Fisher German LLP, was previously circulated to all Councillors, relating to planned gas works taking place in line with the Allotment site. This was **NOTED.** The Clerk will update the Council once a site visit has been arranged.

11. Property, Policy and Resources

a) The Minutes of the Property, Policy and Resources Committee meeting on 26th January 2021 were previously circulated**. It was resolved to NOTE**

b) Cllr Gurney gave a verbal update to all Councillors on the Minutes, no questions were asked.

12. Community Centre Committee

a) The Minutes of the Community Centre Committee meeting on 1st February 2021 were previously circulated. **It was resolved to NOTE**

b) Matters arising from the Minutes were discussed and resolved - agenda item 12C – E.

c) A report was presented to the Community Centre Committee following professional advice sought on the Option to Tax. The Committee recommended that the Council opt to tax the community centre, a discussion was held and it was proposed by Cllr Johnson and seconded by Cllr Fahy that HELLESDON COMMUNITY CENTRE OPT TO TAX, ENSURING ALL VAT INCURRED CAN BE RECOVERED. It was
RESOLVED WITH A VOTE 7 FOR AND 1 AGAINST TO ACCEPT THE PROPOSAL

Approved……

Date……

DRAFT

CONT. AGENDA ITEM 12

d) The Committee's recommendation to Council was to reduce the current hire charges for the Community Centre by 10% to cushion the 20% VAT that would be incurred. It was
RESOLVED TO ACCEPT WITH 1 AGAINST

e) The proposed resolution from the Community Centre Committee was discussed including the report previously circulated to all Councillors updating on the water ingress from the deteriorating roof. The following decision was proposed at the Community Centre Committee meeting by Cllr Johnson and seconded by Cllr Fahy.
The proposal to the Council is as follows;

1. To instruct Mike Marshall to proceed to go out to tender as soon as possible on the construction of a tiled pitched roof to replace the existing agricultural roof of the Community Centre with urgency. Noted that planning permission has been sought and approved for a pitched roof.
2. To await the tenders in line with our own standing orders and appoint a contractor.
3. To continue with a public consultation regarding the services and activities that the residents of Hellesdon would like to see based at the Centre in the future, including improvement to facilities to bring them to modern standards, ensuring they are accessible by all.

It was
RESOLVED TO ACCEPT THE PROPOSAL AND AGREED BY ALL

13. 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 with after the item that confirms details of the next meeting. Proposed by Cllr Johnson and CARRIED

14. Staffing Update
The Item was discussed after agenda item 16. A verbal update was given on the current working hours for all staff.

15. Exchange of Information only
Cllr Gurney updated the Council, the next Airport Committee meeting will be held by Zoom later in the month.

16. Time and Venue of next Council meeting.
The next meeting of the Full Council will be 9th March 2021 via Zoom

The following item was discussed under the line. It was confirmed that all Councillors were alone and not able to be overheard.

14. Staffing Update
Cllr Gurney gave an update on the staff workings for the Council due to the recent Covid guidance. Thanks were given to all staff with their continued support for changing working arrangements.

The meeting closed at 21:34pm

Approved……

Date……