HPC HELLESDON PARISH COUNCIL

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Minutes of the Meeting of Hellesdon Parish Council
Held on Tuesday 9th March 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 D King, Chair
Cllr B Johnson, Vice Chair
Cllr K Avenell
Cllr U Franklin
Cllr D Britcher
Cllr S Gurney
Cllr G Britton
Cllr P Sparkes

In attendance: Mrs N Carver, Clerk
District Cllr Prutton
2 Members of the public

WELCOME –The Chairman welcomed Councillors and members of the public.

1. Apologies and Acceptance for Absence

Apologies from Cllr Fahy and Cllr Fulcher had 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 9th February 2021 & Extra-Ordinary Meeting held 23rd February 2021

The Minutes of the Full Council zoom meeting held on 9th February 2021 were circulated, proposed by Cllr Gurney and seconded by Cllr Johnson that they are accepted as a true record of the meeting held, and it was

RESOLVED TO ACCEPT

The Minutes of the Extra-Ordinary Full Council zoom meeting held on 23rd February 2021, were circulated, proposed by Cllr King and seconded by Cllr Gurney that they are accepted as a true record of the meeting held, and it was

RESOLVED TO ACCEPT

4. Public Participation

Resident Mr. Southgate asked about the opening of the Community Centre in relation to the Friendship Club starting again once COVID restrictions allow. Cllr Johnson confirmed that following the meeting of the Community Centre Committee held on 8th March, it was agreed to not re open until all works on the new roof were completed, this will be towards the latter part of the year.

Cllr Prutton spoke with regards to incidents late of an evening on the Persimmons site, Cllr King asked for the clerk to speak to PC Weeks regarding this matter.

Approved……

Date……

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5. Reports from

a) Parish Clerk

The Parish Clerk's report was previously circulated. It was

RESOLVED TO ACCEPT THE REPORT

The Clerk updated the council that the works on Meadow Way play area will now start W/C 22nd March and look to be finished for the Easter Holidays, weather permitting. An email was received from Citizens Advice thanking us for the donation from ourselves.

b) County and District Councillor

- Cllr Gurney updated the Parish Council with regards to County matters.
  Bus lane on Cromer Road – The consultation on this has now finished and over 500 responses were received. These are now being reviewed for a report to be produced to present to the committee later this year. A meeting is being held with the cabinet member for Highways and Transport along with some of the bus companies to hear the bus companies' views, Cllr Gurney will be in attendance as the statistics used are incorrect.
  Cllr Gurney, through the highways transport funding budget has secured funding for a zebra crossing to be placed outside Firside school. This will be constructed through the summer holidays ready to use in September, part of the criteria will be for the school to teach children how to use this safely. The next area being looked at will be Heather Avenue school to see what can be done there.
  The SEN Unit at Arden Grove School contract has been awarded and work will start soon.
  Cllr Gurney had visited areas in Hellesdon with the Highways officer where concerns had been raised including the pavement in Neylond Crescent, this area is now on the schedule of works for repair. 6 Footway schemes in Hellesdon have been planned, along with resurfacing on Boundary Road including modernisation and drainage schemes on Fifers Lane are also planned for this year.
  Cllr Gurney updated the Parish Council with regards to Broadland Matters.
  The renewals for the brown bin have now been sent out and encouraging residents to pay by direct debit as this gives them a reduction to the yearly cost. There have been several incidents of fly tipping reported which Broadland District Council are aware of, fixed penalty notices are being issued when the offender is identified.
  The lateral flow testing that was carried out was successful in the Parish and they will be attending the Centre again for another week.

  Cllr Franklin asked if Cllr Gurney was aware of the post that had been knocked over on Meadow Way, Cllr Gurney is aware and has attended the site with the highways officer and this will be reinstated.

- Cllr Prutton had no updates on Broadland Matters but asked if the Parish Council are happy for her to visit B&Q with regards to litter on their land. Cllr King confirmed that this is a good idea as Cllr Prutton represents the Ward it falls in.
- Cllr Britcher updated that at the last full council meeting of Broadland District Council a proposal for an alternative council tax funding budget was put forward, this was to use their reserves to pay for the rise in the council tax to help residents of Broadland with respect of the COVID pandemic. The proposal was not passed.

c) Cllr King thanked the councillors for their support whilst he was off sick with COVID.
He updated the councillors on matters relating to the parish. There are still a number of items being discussed at Westminster relating to the workings of councils, including meetings being held in person, we are also awaiting dates for financial affairs.

Approved……

Date……

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At the next meeting 13th April, we will have a co-option of the council following the recent vacancy being advertised.

The Green Hellesdon Tree project has issued 40 trees and following its success, hope this will run again later in the year.

d) The Police Crime Report was **Noted**

Cllr King updated that the police will now be carrying out high visibility daily checks of the recreational ground, this is following recent damage to benches on site. There has also been a third incident of graffiti on the Bull roundabout. He urges that people do report the incidents directly to the police and not via social media.

6. Financial Matters

a) Bank Reconciliation – 1st April to 28th February 2021.
The document was previously circulated
it was
RESOLVED TO ACCEPT

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

c) Approval of Payments – February 2021.
The document was previously circulated. Cllr King asked for the clerk to confirm the two payments for E Fire and TT Jones, the clerk confirmed the work on the CCTV has now been completed, some additional work was required relating to the electrics due to cabling needing updating, the E fire payment also included a replacement emergency light for the Dimond Jubilee Lodge.
It was
RESOLVED TO ACCEPT

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

e) Detailed Income and Expenditure Report - 1st April to 28th February 2021
The document was previously circulated.
It was
RESOLVED TO ACCEPT THE REPORT

7. Phase 2 Royal Norwich Golf Course

a) The correspondence from Broadland District Council in relation to planning application 20201679 was **NOTED**. Cllr Gurney confirmed that she will be making representation at the planning committee meeting being held later this month. It was **AGREED** that Cllr Fulcher will represent the Parish. It was proposed by Cllr Britton and seconded by Cllr Avenell for no response to be sent, it was
RESOLVED NOT TO SEND A RESPONSE 6 FOR AND 2 ABSTENTIONS

b) Information in relation to highways works for Phase 2 - replacement lampposts on Drayton High Road was previously circulated. Cllr Britcher proposed the following response **the Parish Council have no objection to the replacement columns but Norfolk County Council are minded that when siting the lights that baffling is installed to lower light pollution and the work is carried out in an expedient manner.** This was seconded by Cllr Franklin. It was
RESOLVED FOR THE CLERK TO RESPOND WITH THE PROPOSAL

Approved……

Date……

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8. Bull Roundabout Central Light

A quotation was previously circulated for replacement light fittings. The light on the Bull Roundabout has recently had a temporary fix but will need a full repair. Cllr Britcher asked for the long service life LEDs to be fitted. Cllr King proposed from the Chair to replace with the option 2 and seconded by Cllr Britcher. It was

RESOLVED TO ACCEPT

9. Broadband and line rental contract change

A report was previously circulated recommendation from the proper officer was to use Osiris who currently provide IT support to the council. Proposed by the Chair to accept the officer's recommendation and seconded by Cllr Avenell. It was

RESOLVED TO ACCEPT

10. Annual Parish Meetings

A discussion took place on when to hold the Annual Parish meeting, this can be held from 1st March up to 30th June. Cllr King Proposed that the Annual Parish Meeting is to be held on 27th April 2021, it was seconded by Cllr Johnson. It was

RESOLVED TO ACCEPT

11. Planning

The recent planning decisions made by the planning committee on 9th &23rd February 2021 were **NOTED.**

Cllr Britton asked on behalf of Cllr Fulcher, for the views of the full council on a planning application for a mobile phone mast to be installed near to the Bull Roundabout. This was discussed and Cllr Britton noted the views raised and will respond to the clerk with the planning committee's response.

12. Playing Fields, Allotments and Amenities

a) No matters arising, next committee meeting will be held on 16th March 2021 at 7pm by Zoom.
b) A report following a meeting with Fisher German LLP, relating to works taking place on allotment site was previously circulated and **NOTED**

13. Property, Policy and Resources

a) Cllr Gurney gave a verbal update on the Property, Policy and Resources meeting on 02nd March 2021, the meeting was adjourned to Tuesday 9th March at 12 noon so that Mr. Marshall of DJ Designs could be present. The minutes will be presented at the next meeting.
b) No matters arising from the meeting held.

14. Community Center Committee

a) Cllr Johnson gave a verbal update following the Community Centre meeting on 8th March 2021. The committee made the decision not to open the Community Centre until after the roof works are completed.
b) The decision to not open the Community Centre until after the works to the roof are completed was **NOTED** by the full council.

15. 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 after the item that confirms details of the next meeting. Proposed by the chair and agreed by all.

Approved……

Date……

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16. Staffing Update

To consider Staffing matters. This item was moved to after agenda item 18.

17. Exchange of information only.

No further information was exchanged.

18. Time and Venue of next Council meeting.

The next meeting of the Full Council to be held on 13th April at 7pm via Zoom

The following item was discussed following the resolution to exclude the press and public. It was confirmed that all Councillors were alone and not able to be overheard.

16. 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 clerk is currently speaking with Norfolk County Council on workplace lateral flow tests for members of staff.

The meeting closed at 21:15pm

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Approved……

Date……