HELLESDON PARISH COUNCIL

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FULL PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 22nd June 2021 at 7pm in The Community Centre, Wood View Road, Hellesdon, for the purpose of transacting the following business.

COVID RESTRICTIONS The meeting of the Parish Council will be held in the main hall of the Community Centre, due to current restrictions in place we ask that anyone attending must follow the guidance set.

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 18th May 2021**
   To agree the minutes of the virtual meetings held on 18th May 2021* (1-6)

4. **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).

5. **Reports from**

a) To note report from Parish Clerk. * (7-8)
b) Verbal Update from District and County Councillors.
c) Verbal Update from Chairman - To include COVID briefing.
d) To Note Police Report. *(9-10)

6. **Financial Matters**

a) Bank Reconciliation – May 2021.* (11)
b) Earmarked reserves summary.* (12)
c) Approval of Payments – May 2021.*(13)
d) Approval of Receipts – May 2021.*(14)
e) Detailed Income and Expenditure 1st April 2021 – 31st May 2021.*(15-21)
f) To Note and Agree Detailed List of Regular Payments 2021/2022.*(22)
g) To receive and Accounts Summary for end of year 2020/2021.*(23-25)
h) To complete and sign Annual Governance Statement (s.2 of AGAR)*(26-28)
i) To approve and sign Accounting Statement for Accounts for 2019/20 (s.1 of AGAR) *(26-28)
j) To note the current total amount of S106 contributions available to the Parish Council.*(29)

7. **Councillor Training**
   To agree a date for Full Councillor Training.* (31-32)

8. **Community Apiary and Allotments Working Group**
   To note and approve decisions made by the working group.* (33-34)

9. Office IT Audit

To consider replacement equipment for the Parish Office following Audit from IT provider*(35-36)

10. Highways Matters

To receive and update and discuss the following highways matters, and agree any proposed works.

a) Cromer Road Bus Lane
b) First Bus Service for Cromer Road
c) Proposed Cycle Lane/Footpath from Airport to NDR
d) Planned Works for B&Q Junction
e) Highways improvements for Drayton Road/Middleton Lane Junction*(37-39)
f) Road Resurfacing in the Parish
g) Highway Parking*(40)

11. Planning

a) To note recent planning decisions made by the planning committee on 18th May & 8th June 2021*(41-44)

12. Playing Fields, Allotments and Amenities

a) To note the date of the Playing Fields, Allotments and Amenities committee meeting on 29th June 2021.
b) To receive a verbal update on the park locking
c) To consider advertising request from Hellesdon Bowls Club*(45)

13. Property, Policy and Resources

a) To note the draft minutes of the Property, Policy and Resources committee meetings on 25th May and 1st June 2021. *(46-50)
b) To consider any matters arising from the Minutes
c) To Note letter of intent Sent to project contractor and to note the onsite start date 30th June 2021.

14. Community Center Committee

a) To consider any matters arising

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.

16. Staffing Update

To note minutes of the Staffing Committee on 8th May 2021 (Previously discussed at the last full council meeting 18th May 2021)*(51-52)

17. Exchange of information only.

18. Time and Venue of next Council meeting.

To confirm the time and location of the next meeting of the Full Council as 13th July 2021

Natasha Carver **Clerk to the Council** **Dated** *15th June 2021*

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