HPC HELLESDON PARISH COUNCIL

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Minutes of the Meeting of Hellesdon Parish Council Held on Tuesday 22nd June 2021 at Hellesdon Community Centre

PRESENT:

Cllr D King, Chair
Cllr B Johnson, Vice Chair
Cllr K Avenell
Cllr L Douglass
Cllr R Sear
Cllr S Gurney
Cllr D Fahy
Cllr G Diffey
Cllr R Forder

In attendance: Mrs N Carver, Clerk
4 Members of the public

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

1. Apologies and acceptance for absence

Apologies of absence were received from Cllr Fulcher, Cllr Britton, Cllr Franklin, Cllr Potter and Cllr Britcher
these were **ACCEPTED.**

2. Declarations of Interest and Dispensations

No further declarations were receive. Cllr Johnson requested a dipensation from Agenda Item 12c. This was **AGREED**

3. Minutes from Full Council meeting held 18th May 2021

The Minutes of the Full Council zoom meeting held on 18th May 2021 were circulated, proposed by Chair and seconded by Cllr Avenell that they are accepted as a true record of the meeting held, and it was
RESOLVED TO ACCEPT

4 **Public Participation**

Graham Moore Treasurer of Hellesdon Bowls Club spoke regarding the letter in agenda item 12c. Hellesdon Bowls club are looking to help obtain additional funding for the club to be able to continue in the forthcoming year. Mr. Moore spoke regarding the lack of facilities currently at the bowls green which can help provide a socially interactive club, having additional facilities can help the club get additional funds . The bowls club are struggling to attract new members as many are going to other areas where they have the additional facilities. For the past few years Hellesdon Bowls Club have been struggling for new membership, and even after advertising in the local magazine, this has led to withdrawal from league games due to low member numbers.
The committee have discussed seeking sponsorship from businesses in the area to help towards Green fees, the approx. cost for next years fees before the start of season is around £2100.
Cllr Gurney asked for additional information to clarify the request the club have made.

Approved……

Date……

CONT. AGENDA ITEM 4.

Mr Moore responded that the signs would be permanent, and to be placed along the hedge on the left hand side as you go into the bowls area facing into the bowling green, they would look to be around 1m high off the ground around 1 x 2 m in size.
The club have not as yet approached any businesses as they would like to be clear as to whether the Council will allow this to go ahead. The Chair asked to set a further meeting with the bowls club to discuss the matter in detail, before a decision is made.
A resident of Middleton's Lane spoke regarding the cars speeding down in Hellesdon, Middleton's Lane in particular. The question was asked "Could the council look at the possibility of speed cameras or what can be done, Cllr Gurney spoke with regards to the item raised, there are currently no plans for speed cameras, or speed restrictions". Cllr Gurney has requested for further speed checks to be carried out in Hellesdon, she noted that speeding is enforced by the police. Unfortunately, the speed watch group in Hellesdon has disbanded due to a lack of members, they have not been able to recruit any new volunteers. However, If volunteers do come forward to recommence the community speed watch group in Hellesdon, the Parish Council will fully support.

5. Reports from

a) Parish Clerk
The Parish Clerk's report was previously circulated. It was
RESOLVED TO ACCEPT THE REPORT

b) County and District Councillor
Cllr Gurney gave a verbal update, items relating to highways matters are raised as an agenda item. She stated it was disappointing that no conclusion came from the white paper relating to the cap on charges for social care in later life .
Cllr Gurney was disappointed in Broadland District Councils new phone system and a letter will be sent to the portfolio holder as it is inadequate for the users.
Cllr Gurney updated on current homeless matters in the parish, there is an officer at the District Council to refer homeless matters to.

c) Verbal update from Chairman was given. The roof works on Community Centre are planned to start Monday 28th June, with the main structural works to start on 12th July. The next meeting of the Full Council will be held in the Council Chambers with any Covid measures required put in place.

d) Police Report
The report was previously circulated to all Councillors and **NOTED.**

6. Financial Matters
It was RESOLVED TO NOTE THE FOLLOWING REPORTS

a) Bank Reconciliation – May 2021
The document was previously circulated, it was agreed by Cllr Gurney, seconded by Cllr Johnson
RESOLVED TO ACCEPT

b) Earmarked reserves summary.
The document was previously circulated, it was agreed by Cllr Gurney, seconded by Cllr Sear
RESOLVED TO ACCEPT

c) Approval of Payments – May 2021
The document was previously circulated, it was agreed by Cllr Gurney, seconded by Cllr Sear
RESOLVED TO ACCEPT

Approved……

Date……

CONT AGENDA ITEM 6

d) Approval of Receipts – May 2021
The document was previously circulated, it was agreed by Cllr King, seconded by Cllr Gurney
RESOLVED TO ACCEPT

e) Detailed Income and Expenditure 1st April 2021 – 31st May 2021
The document was previously circulated, it was agreed by Cllr King, seconded by Cllr Gurney
RESOLVED TO ACCEPT

f) To Note and Agree Detailed List of Regular Payments 2021/2022
The document was previously circulated, it was agreed by Cllr Gurney, seconded by Cllr Sear
RESOLVED TO ACCEPT

g) To receive and Accounts Summary for end of year 2020/2021
The documents were previously circulated and **NOTED.** Thanks were given to the finance officer for the work put into producing the reports for the financial year end.

h) To complete and sign Annual Governance Statement (s.2 of AGAR)
The Chairman presented the Statement previously signed by the Clerk It was
APPROVED AND AGREED and signed by the Chairman

i) To approve and sign Accounting Statement for Accounts for 2019/20
The Chairman read the statements under s.1, which were all
APPROVED AND AGREED AS AFFIRMATIVE and signed by the Chairman and RFO

j) To note the current total amount of S106 contributions available to the Parish Council.
It was NOTED that the Total amount available, £1949.28.
The Chair asked if there were any suggestions as to how the monies can be used. A number of suggestions were discussed including using the money for a defibrillator, equipment for the yard. Money has been allocated in an earmarked reserve that can be used for the Yard. A formally proposal from Cllr Gurney seconded by the chair to purchase a Defibrillator with box for outside at the Recreation Ground was
RESOLVED TO ACCEPT THE PROPOSAL, Noted Cllr Sears abstained

7. Councillor Training
A report from the Clerk was previously circulated to all councillors. The report was discussed. It was proposed by the Chair and seconded by Cllr Avenell to go with Option 2 for one full day. It was
RESOLVED TO ACCEPT The clerk will contact the training provider to look at options for dates end July to Mid August and will circulate to all.

8. Community Apiary and Allotments Working Group
Cllr Gurney gave a verbal update to the council. The apiary now has 5 bee hives on site where weekly visits are taking Place by the group. With the current number of volunteers the site will operate up to a maximum of 8 hives, as more people join the capacity will increase.
The recent decisions made at the working group for allocation of funds to purchase equipment was presented to Council in their Minutes of the working group.
It was proposed by Cllr King and seconded by Cllr Forder to allocate the funds from the Earmarked Reserve for the Community Apiary and Orchard. It was
RESOLVED TO APPROVE Cllr Gurney abstained

Approved……

Date……

9. Office IT Audit

A report from the Clerk was previously circulated to all Councillors. The Clerk gave a verbal overview of the system currently in place. The report and update was discussed. It was proposed by Cllr Gurney and seconded by Cllr Avenell to accept the Quotation from Osiris to be funded through the budget allocated for IT. It was

RESOLVED TO ACCEPT

10. Highways Matters

The following Highways matters were discussed by the Council

a) Cromer Road Bus Lane

Cllr Gurney gave a verbal update on the recent consultation and the outcome from this. The proposal put forward has been approved. Cllr Gurney said that not all information was given at the meeting and many areas were missed including the Parish Councils response. Cllr Gurney said she felt demoralized at the meeting as the proposal was discussed as part of Greater Norwich local area, and not as an individual Parish which Hellesdon is in its own right. The Buses that will use the 24h lane do not directly service Hellesdon Residents. Cllr Gurney asked that the Parish Council consider a formal complaint to be made to Andrew Proctor at Norfolk County Council on the dissatisfaction that no consideration was given to the response from both the Community and Parish Council and did not form part of the report presented . Cllr King proposed a letter to be sent from the Parish Council seconded by Cllr Johnson and Agreed. Cllr Gurney abstained

b) First Bus Service for Cromer Road

This will be looked at to help service the residents of Hellesdon.

c) Proposed Cycle Lane/Footpath from Airport to NDR

Cllr Gurney gave a verbal update that as part of the Cromer Road works they had discussed the link up from the NDR Cycle way to the Airport. Cllr Gurney welcomes the opportunity of the cycle path way.

d) Planned Works for B&Q Junction

The works have not been justified, they are currently looking at reorganisation of the junction.

e) Highways improvements for Drayton Road/Middletons Lane Junction

The Council NOTED the planned road works.

f) Road Resurfacing in the Parish

Cllr Gurney has spoken with the Highways Engineer regarding the recent resurfacing in the Parish and has noted the areas raised.

g) Highway Parking

The letter received in the Parish Office regarding the issues on highway parking on Brabazon Road were NOTED.

Cllr Gurney will speak with highways to look at adding linage in this area in conjunction with the Cromer road planned works.

With regards to the additional cars being parked on the road due to a property of multiple occupancy this will need to be dealt with by Licensing at the District Council.

Other areas are being affected by inconsiderate parking and this is being looked at with Highways Officer.

11. Planning

a. The recent planning decisions made by the Planning Committee on 18th May & 8th June 2021 were **NOTED.**

Approved……

Date……

DRAFT

12. Playing Fields, Allotments and Amenities

a) The next meeting of the Playing Fields, Allotments and Amenities committee will be on 29th June 2021. It was **NOTED**

b) The locking of the park by a separate contractor has now been in place for a few weeks and is working well, with no complaints.

c) A written request from Hellesdon Bowls Club for formal advertising was received and circulated to all councillors, this was discussed at agenda item 4 and it was **AGREED** to arrange a meeting with the Bowls Club to discuss in more detail and to take to a future meeting of PA&A.

16. Property, Policy and Resources

a) The Minutes of the Property, Policy and Resources committee meetings held on 25th May and 1st June 2021. Were **NOTED**

b) There were no matters arising from the Minutes.

c) It was **NOTED** a letter of intent was sent to project contractor and the onsite start date will be 30th June 2021.

13. Community Center Committee

No matters to consider

14. 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. There were no staffing updates to be considered under the resolution.

15. Staffing Update

The Minutes of the Staffing Committee meeting on 8th May 2021 were **NOTED**

16. Exchange of information only.

No further information

17. Time and Venue of next Council meeting.

The next meeting of the Full Council will be on 13th July 2021 at 7pm in the Council Chambers

The meeting closed at 10:01pm

DRAFT

Approved……

Date……