HPC HELLESDON PARISH COUNCIL

The Council Office Diamond Jubilee Lodge Wood View Road Hellesdon Norwich NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: clerk@hellesdon-pc.gov.uk

Minutes of the Meeting of Hellesdon Parish Council
Held on Tuesday 10th August 2021 in Council Chambers at Diamond Jubilee Lodge

PRESENT:

Cllr D King, Chair	Cllr S Gurney
Cllr W Johnson, Vice Chair	Cllr D Britcher
Cllr D Fahy	Cllr R Potter
Cllr M Fulcher	Cllr R Sear
Cllr R Forder	Cllr U Franklin
Cllr S Bush-Trivett	Cllr G Britton

In attendance: Mrs N Carver, Clerk
District Councillor Tony Adams for Taverham North
1 Member 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 Diffey, Cllr Douglass, Cllr Sparkes and Cllr Avenell, these were **ACCEPTED.**

2. Declarations of Interest and Dispensations
No further declarations or dispensations were received.

3. Minutes from Full Council meeting held 13th July 2021
The Minutes of the Full Council meeting held on 13th July 2021 were circulated, proposed by Cllr Potter and seconded by Cllr Fahy that they are accepted as a true record of the meeting held, and it was
RESOLVED TO ACCEPT

4 **Public Participation**
Cllr Adams spoke with regards to a consultation currently being carried out by Broadland District Council and South Norfolk District Council relating to the Accommodation Review of their current offices. Cllr Adams shared his annoyance of how the process was being carried out.
Cllr King spoke with regards to the aggrieved contempt of the District body both here in Broadland and South Norfolk, on the level of treatment with no care given to the views of the elected members. The Director of Broadband and South Norfolk District Council had asked for the Clerk to respond, this is not within their remit, it was a betrayal Undemocratic process. Cllr King proposed to the Council that a formal letter of complaint in regards to this matter was sent to Trevor Holden and copied in to Cllr Shaun Vincent, with the following key points 1. Mechanism of the consultation, 2. The time frame in which the consultation is taking place.
It was seconded by Cllr Sear and **AGREED** unanimously by all, the letter is to be copied to all councilors. Cllr Gurney spoke with regards to a members workshops held in July on 21st and 28th,

Approved……

Date……

DRAFT

CONT AGENDA ITEM 4

at the meeting on 28th July, Cllr Kenny asked how we will be consulting with the members of public and that the councillors are the them of the voice and ears of our electric.
Cllr Britcher reported with regards to a joint member working group at Broadland District Council, where the TOR features on the meeting agenda.

5. Reports from

a) Parish Clerk

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

b) County and District Councillor

- Cllr Gurney gave a verbal update on County matters. There have been 2 near misses in front of Tescos on the Cromer Road, cars have been avoiding the queuing at the traffic lights from Fifers Lane on to the Cromer Road by cutting through the front of Tesco/Break and through the missing posts on to the garage forecourt. New bollards have been put in place by Norfolk County Council to stop this. A number of vehicles have been parked on the grassed area outside Tesco and used as advertising, these have now been removed and a fence is to be reinstated including a barrier to stop people parking in the location.
  The crossing outside Firside School on Middletons Lane is now being installed and works look to finish in the next 4 weeks.
  A questionnaire relating to the Boundary Road improvements will be sent out in the coming weeks. The proposal includes the removal of the crossing outside the Salvation Army Centre, the crossing is very well used especially by the elderly residents of Hellesdon and Mile Cross who use the facilities at the Center. A survey was carried out to see how many people used the crossing, however the information is inaccurate due to being carried out whilst the Commercial Centre had restricted use due to Covid.
  Cllr Gurney will be raising issues from the recent resurfacing in the Parish, this was not carried out in the correct manner.
  Cllr Gurney reported she had attended the annual allotment BBQ and scarecrow competition which she judged.
- Cllr Britcher gave a verbal update on District matters. The waste collection contract is now in the final stages. Broadland District Council are working with Norfolk County Council on a Defra funded project "Tiny Forests". This was launched to encourage more trees into urban areas. Cllr Britcher requested the Parish Council consider the project. Cllr King confirmed the item was on the agenda for Playing fields and amenities committee on 7th September. Cllr Britcher asked that Cottingham's park is considered as a location, Cllr king asked the clerk to contact the land owners prior to the committee meeting to ask for their consideration.

c) The Chair gave a verbal update to the Councillors, Broadland District Council have recently met and discussed land in Broadland including the Jarrolds site. As of yet they have had no correspondence from Jarrolds updating them on the site.

d) The July 2021 Police Report was previously circulated and **NOTED**

Approved……

Date……

6. Financial Matters

It was RESOLVED TO NOTE THE FOLLOWING REPORTS

a) Bank Reconciliation – July 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
Cllr Fulcher asked to confirm the movement of money in the earmark reserves, the clerk confirmed this was agreed at the July meeting of the Full Council.

c) Approval of Payments – July 2021
The document was previously circulated, it was
RESOLVED TO ACCEPT

d) Approval of Receipts – July 2021
The document was previously circulated, it was
RESOLVED TO ACCEPT

e) Detailed Income and Expenditure 1st April 2021 – 30th July 2021
The document was previously circulated, it was
RESOLVED TO ACCEPT
Cllr Britcher asked if the SAM 2 units can be placed in additional locations, Cllr King asked for this to be added to the next meeting of PP&R committee

7. Street Naming – Phase 2 Royal Norwich Golf Club

A letter was received from Broadland District Council asking the Parish Council to put forward Road name suggestions for Phase 2 of the Royal Norwich Golf Club site.
A discussion was held over names which could be used.
It was **AGREED** that the Councillors would send the suggestions to the Clerk by Thursday 12th August, close of day. These will then be forwarded to Broadland District Council.

8. Polices

The following policies were previously circulated to all Councillors.
i) Equal Opportunities
ii) Safeguarding
iii) Health and Safety
It was **AGREED** for the policies to be adopted.

9. Norfolk County Council Highways Proposals

A report was previously circulated to discuss the current Transporting Cities Proposal for the Boundary Road Junction Improvements including associated works.
Cllr Gurney gave a verbal update on the proposal following on from a recent Norfolk County Council committee meeting attended. The proposal sees the removal of the pedestrian crossing outside the Salvation Army Shop and Centre, following discussions with local residents and The County Councillor for Mile Cross, this is a much needed and used facility. Another area on the proposal is to limit the access to Vera Road, making it one way. The proposal has not taken into account the residents of Hellesdon and surrounding areas needs or looked at the current road users including local bus services. The Councillors discussed the proposal at length.

Approved……

Date……

DRAFT

CONT AGENDA ITEM 9

Cllr Gurney confirmed that a questionnaire for the consultation will be published on line for the proposals being put forward, and urges all Councillors complete the questionnaire and for residents to do the same.

10. Parish Flag Pole

A report was previously circulated following the Events Committee meeting to have a permanent flag pole located in the Parish Office Grounds. The Councillors discussed the report and quotation presented, the Clerk had received a second quotation of a lower price.
Cllr Britton proposed to purchase a flag pole and to be located outside the Parish Council office totalling £683 to be funded from S106 funds, the proposal was seconded by Cllr Potter. A vote was taken, it was
RESOLVED TO ACCEPT THE PROPOSAL 6 FOR. 5 AGAINST
Cllr Gurney may be able to provide a flag pole to the Parish Council which was given to her family, Cllr Gurney will confirm this with the clerk before placing an order.

11. Events Working Group

The minutes from the recent Events meeting held on Friday 30th July were previously circulated and **NOTED**

12. Planning

The recent planning decisions made by the Planning Committee on 13th and 27th July 2021 were **NOTED.**

13. Playing Fields, Allotments and Amenities

It was NOTED the next meeting of the committee will be held on Tuesday 7th September at 7pm

14. Property, Policy and Resources

The minutes from the recent committee meeting held on Tuesday 3rd August were previously circulated and **NOTED**

15. Community Centre Committee

A verbal update from Cllr Johnson was given to the Council following the committee meeting held on 9th August. It was discussed and agreed at the committee meeting to consult with the residents of Hellesdon and the hirers of the Centre on what they would like to see in the community center and how it would be used including a permanent café. The committee discussed the planned extension to the building, the Clerk is currently looking at Grants to assist with cost of the build.

16. 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 Chair and Seconded by Cllr Britton Agreed by all.

17. Staffing Update

Cllr Gurney gave an update to the Council on the current staffing matters, the Clerk will update the Chair of Staffing on matters raised.

Approved……

Date……

DRAFT

18. Exchange of information only.

The Chair spoke with regards to land acquisition in the Parish, this will be taken to the next PP&R committee meeting to be discussed.

19. Time and Venue of next Council meeting.

The next scheduled meeting of the Full Council will be on 14th September 2021 at 7pm in the Council Chambers.

The meeting closed at 21:25

DRAFT

Approved……

Date……