HELLESDON PARISH COUNCIL

The Council Office Diamond Jubilee Lodge Wood View Road Hellesdon Norwich, NR6 5QB
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Minutes of the Meeting of Hellesdon Parish Council Held on Tuesday 7th January 2020 in the Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon, at 7.00p.m.

PRESENT:
Cllr D King, Chair
Cllr S Gurney
Cllr G Britton
Cllr S Bush-Trivett
Cllr G Everett
Cllr M Fulcher
Cllr D Britcher
Cllr W Johnson, Vice-Chairman
Cllr K Avenell
Cllr D Buck
Cllr S Prutton
Cllr U Franklin
Cllr R Grady
Cllr D Fahy

In attendance:
Mrs N Carver, Clerk
District Cllr Adams
1 Member of Public

WELCOME – The meeting started at 19:15. The Chairman welcomed Councillors. He read out the requirements for filming and recording of meetings and the fire evacuation notice.

1. Apologies and acceptance for absence
Apologies received from Cllr P Sparkes and Cllr D Attenborough these were **ACCEPTED**.

2. Declarations of Interest and Dispensations
There were no requests for dispensations. The following additional interests declared:
Cllr Grady, Cllr Bush-Trivett, Cllr Fulcher – Links Avenue Agenda Item 11b.

3. Approval of minutes of the Parish Council Meeting held on 3rd December 2019 from those members present at the respective meeting
Minutes had been circulated.
The following amendments were **agreed:**
Item 19. (Line 14) Spelling Error Cllr Johnson

RESOLVED TO ACCEPT THE MINUTES OF 3rd DECEMBER 2019 AS AMENDED. THE MINUTES WERE SIGNED BY THE CHAIRMAN.

Items discussed from the minutes not listed on the Agenda:
Item 9d – Cllr Grady asked for the Legal Fees to be split into 2 sections Staffing and Other. The Clerk explained that the current invoice only states legal fees and does not indicate what the fee is for. The clerk will go back to the finance officer and see if there is another way of splitting the costs.
Item 12b – Clarification that there is no funding from the Broadland Tree Warden Network.

4. Public Participation

A member of public spoke with regards to the pot holes on Reepham Road, Cllr Gurney is currently dealing with this.

District Cllr Adams spoke with regards to the GNLP. He would recommend that the council look at the housing allocation in Drayton as this will have effects on Hellesdon Roads.

5. Report from Police to include Parish Crime Figures

The Police Newsletter had been circulated.

RESOLVED TO ACCEPT

Cllr Buck wanted to thank the police for their recent event held in the library Cuppa with a copper.

Cllr Prutton sent her apologies as she will be unable to attend the SNAP meeting on the 15th January.

6. Report from County Councillor

Cllr Gurney reported:

- Thanked all that attended the recent consultation event in the community Centre with the Police and Trading Standards. There was a good turnout of residents with a variety of questions asked and discussed.
- There has been a temporary fix to the pavement on Links Avenue outside 18; this will be reinstated to grass.
- Norfolk County Council has announced that they have put forward plans to work with Arden Grove School to offer a Trauma Unit for up to 16 places. This will go to consultation the next event 16th and 17th January.

7. Reports from District Councillors

Cllr Gurney reported:

- Next SNAP meeting will be held on 15th January in Spixworth
- Next Airport Committee Meeting will be held on 15th January at the Parish Council Officers.

Cllr Prutton reported:

- Further to a recent visit to the Persimmon site with Broadland District Council, regarding the conifers that back on to Hercules Road properties. Persimmon have agreed that these will be looked at over a period of time and some will be removed.

Cllr Britcher reported:

- Gave a verbal update on the recent meeting regarding A47.

Cllr King reported:

- Gave thanks to all that helped and attended the Christmas party, with special thanks to Cllr Prutton. Thanks were also given for the understanding for the recent apologies on attendance to Parish Council events and meetings.

8. Reports from

a) Chairman

No reports from the chairman

b) Parish Clerk

The clerks report was previously circulated

RESOLVED TO ACCEPT.

Cllr King gave extra thanks to Cllr Bush-Trivett for the help given to setting up the new mobile phones.

DRAFT

9. Financial Matters

a) Bank Reconciliation – 1st November to 30th November 2019.
The document previously circulated was discussed, and it was
RESOLVED TO ACCEPT

b) Approval of Payments - 1st November to 30th November 2019.
The document previously circulated was discussed. All signatories confirmed payments were in order. Cllr Buck questioned the payment for the CiLCA training. The clerk confirmed this was shown as a payment and a receipt. Cllr King asked for conformation of the withdrawal fee of 99p, Cllr Fahy confirmed that the post office do not charge and it was **agreed** to use there in future. It Was
RESOLVED TO ACCEPT

c) Approval of Receipts - 1st November to 30th November 2019.
The document previously circulated was discussed, the clerk was asked to confirm the reason of receipt of payment from Anglian Water. It was
RESOLVED TO ACCEPT

d) Detailed Income and Expenditure 1st April to 30th November 2019.
The document previously circulated was discussed, it was
RESOLVED TO ACCEPT

e) Earmarked reserves summary
The Council **noted** the document previously circulated

f) To consider a donation to the Broadland Tree Warden Network
It was proposed by Cllr Grady to make a donation of £1000. Seconded by Cllr Buck and unanimously agreed. It was
RESOLVED TO DONATE £1000 FROM EARMARKED FUNDS COST CENTRE332 'GOOD CAUSES OF HELLESDON'
It was **agreed** to make a press release relating to the Green Grid.

10. Budget 2020/2021

Dispensation request was signed by all Cllr residing in Hellesdon. The budget was unanimously agreed by all and it was;
RESOLVED TO ACCEPT

11. General Matters

a) GNLP – It was noted a briefing will be held on 22nd January 2020. Cllr Fulcher confirmed his attendance to this.

b) "No Cold Calling Zone" Links Avenue, Links Close, Gable Mews and Westgate
It was proposed by Cllr Grady and seconded by Cllr Everett for the Parish Council to endorse this matter. It was;
RESOLVED TO ACCEPT WITH 2 CLLR ABSTAINED

12. Planning

a) Committee meeting
Minutes of meetings held on Tuesday 3rd December and Tuesday 17th December 2019 had been circulated. It was

RESOLVED TO ADOPT BOTH SETS OF MINUTES

b) Questions of the meeting

No questions asked.

13. Playing Fields, Amenities & Allotments

a) Committee meeting

Minutes of meetings held on Thursday 28th November had been circulated. It was

RESOLVED TO ADOPT SET OF MINUTES AND AGREED DECISIONS MADE

b) No questions noted

c) Further to referendum held for pest control at the allotment site off Bush Road. It was voted for this to be actioned and for the pest control to be put in place at a yearly charge of £7.50 to all allotment holders.

14. Media &Communications

Further to a report previously circulated. It was

RESOLVED TO HAVE 4 PAGES IN THE JANUARY ADDITION OF JUST REGIONAL

15. Hellesdon Community Centre

No matters raised

16. Property, Policy & Resources

a) Committee Meeting

Minutes of meetings held on Wednesday 18th December had been circulated. These were discussed, it was

RESOLVED TO ADOPT THE MINUTES

b) Update from Meeting Held on 30th December 2019

A verbal update from Cllr Gurney was given on the meeting with regards to land provision in Hellesdon.

17. Staffing

a) Committee Meeting

Minutes of meetings held on Wednesday 9th December 2019 had been circulated. These were discussed at length regarding agenda item 7. it was propsed by Cllr Grady and seconded by Cllr Britcher, for the item to be brought to Full Council in February and the clerk to get full financial details. Cllr Grady asked for the vote to be recoded.

RESOLVED TO TAKE AGENDA ITEM 7 TO FULL COUNCIL, THE VOTE WAS RECORDED 5 FOR, 3 AGAINST, 6 ABSTENTIONS.

b) Questions of the meeting

Cllr Buck asked that for financial year 2020/2021 that the budget for training be split in to councilor training and staff training and for this budget to be reallocated to a different committee. It was

RESOLVED TO TAKE THIS TO THE NEXT FULL COUNCIL MEETING

18. Neighbourhood Plan and Green Grid

a) Cllr Fulcher updated the council on the tree planting on Reepham Road. Further to the recent report produced it would not be possible to plant an avenue of trees along Reepham Road, however other options are being looked at.

b) A discussion was had on producing a policy of the council to plant one tree per property in the Parish of Hellesdon, this would take into consideration the number of trees already planted. This was **agreed** by all.
Cllr Britcher proposed that the council produce an open space plan to survey the number of trees already planted in Hellesdon, this would be funded through the Green Grid earmarked funds. Seconded by Cllr Fulcher and **Agreed**.

19. Exchange of information

Cllr Buck gave a verbal update on Hellsdon Youth Club and History Society.
Cllr Gurney acknowledged the thanks given to family and friends for the helping at the Senior Residents Christmas Party. It was noted that false accusations made against willing volunteers may hinder any future support/help given.

20. Resolution to Exclude the Press and Public

It was
UNANIMOUSLY RESOLVED UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO EXCLUDE THE PRESS AND PUBLIC DURING DISCUSSION OF THE ITEMs RELATED TO STAFFING MATTERS AND PROPERTY, POLICY & RESOURCES DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE TRANSACTED; SUCH ITEM TO BE DEALT WITH AFTER THE ITEM THAT CONFIRMED DETAILS OF THE NEXT MEETING

21. Date, Time & Venue for Next Meeting

This was **confirmed** as **Tuesday 4th February 2020 at 7pm in the Council Chamber, Diamond Jubilee Lodge**

Items discussed under the resolution to exclude public and press

An update was given on recent staffing matters; a further update will be given at the next full council meeting once the staffing committee have met.
4 Councillor Resignations were received with immediate effect, clerk to contact Broadland District Council.

The meeting closed at 10:25pm.

DRAFT

1. Approved……

Date……