HP C HELLESDON PARISH COUNCIL

The Council Office Diamond Jubilee Lodge Wood View Road Hellesdon Norwich NR6 5QB
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Minutes of the Full Council Meeting of Hellesdon Parish Council Held on Tuesday 12th October 2021 at 7pm At The Parish Office, Council Chambers, Diamond Jubilee Lodge

PRESENT:

Cllr D King, Chair
Cllr W Johnson, Vice Chair
Cllr S Gurney
Cllr D Fahy (Arrived agenda item 5b)
Cllr R Forder
Cllr R Potter (Left after item 17)
Cllr D Britcher
Cllr L Douglass
Cllr K Avenell
Cllr P Sparkes
Cllr U Franklin

In attendance: Mrs N Carver, Clerk
District Cllr S Prutton
1 Member of the public

WELCOME –The Chairman welcomed Councillors and public to the meeting. Cllr King extended his own and the Councillors condolences to Cllr Johnson following the sad passing of his wife. The Chairman announced that a donation of £50 would be donated to Priscilla Bacon Lodge from the Chairman's budget.

1. Apologies and acceptance for absence

Apologies of absence were received from Cllr G Britton, Cllr G Diffey, Cllr R Sear & Cllr M Fulcher, these were **ACCEPTED.**
The Chairman reminded all Councillors that apologies are required if they are unable to attend any meeting called.

2. Declarations of Interest and Dispensations

No further declarations or dispensations were received.

3. Minutes from Full Council meeting held 14th September 2021

The Minutes of the Full Council meeting held on 14th September 2021 were circulated, they were accepted by all those present at the meeting as a true record, it was
RESOLVED TO ACCEPT

4. Public Participation

No public participation.

5. Reports from

a) Parish Clerk

The Parish Clerk's report was previously circulated.
RESOLVED TO ACCEPT THE REPORT
Correspondence from Broadland District Council Gambling Policy Review had been previously circulated to all Councillors.

Approved……

Date……

CONT AGENDA ITEM 5

b) Verbal updates were given by the District and County Councillors.

- Cllr Prutton updated on the waste contract recently announced by Broadland District Council, the contract has been awarded to Veolia. It is their intention to roll out the food waste management to the whole of Broadland by end 2022. Cllr Prutton spoke with regards to the Persimmon Site, and the persistent hammering noise due to piling, the issue has been passed to the Environmental Team to investigate.
- Cllr Britcher updated on the Broadland District Council collaboration, there was hope that the collaboration would include a savings to the tax payers but this has not been the case and money put into reserves.
- Cllr Gurney updated on the current consultation to bring the Broadland and South Norfolk District Council offices together, a report that had been circulated to all Councillors was reviewed by the working group at the District Council, there were a number of questions raised. Cllr Gurney will keep the Council updated.
  Cllr Gurney has been working on the housing crisis in Broadland with issues that had arisen in Hellesdon.
  Both Cllr Gurney's and Cllr King's Grant funding, will be going towards a new defibrillator at the Parish Hall. Once all installed there will be 6 in Hellesdon.
  Cllr Gurney reported on County matters, she still has £10,000 of her allocated funding still available and asked the Council for any suggestions as to how it could be used in the Parish.
  Cllr Gurney updated the Councillors on the Boundary Road alterations, she had raised Issues relating to the plans with Andrew Proctor and asked for the plans to be revisited. There is a planned meeting between Norfolk County Council and The Wensum Trust to discuss the future requirements for school provisions in Hellesdon following the plans for an additional school site on the Persimmon Development. A question raised is only having one school trust for the whole area gives no parental choice. Norfolk County Council will look to consider other expressions of interest for the planned school at the Royal Golf Course site. Cllr Gurney had spoken with Mr. Buck at Norfolk County Council who is the school crossing patrol manager and had asked if consideration could be given to a school crossing patrol for Heather Avenue Nursery. Unfortunately it had been decided not to proceed with the insertion of a school crossing patrol at this location due to very low footfall for the site, Cllr Gurney has requested for further traffic counts to be carried out.

c) Verbal Update from Chairman was given congratulating Cllr Potter on his recent win at the Neighboring Parish of Old Catton for District Councillor.

d) There were no updates from the police.

6. Financial Matters

It was RESOLVED TO NOTE THE FOLLOWING REPORTS

a) Bank Reconciliation – September 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

Approved……

Date……

CONT AGENDA ITEM 6.

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

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

e) Detailed Income and Expenditure 1st April 2021 – 30th September 2021
The document was previously circulated, it was
RESOLVED TO ACCEPT

f) To Note the Conclusion of Audit for financial year 2020/2021
The document was previously circulated to all Councillors, it was
RESOLVED TO ACCEPT. Cllr Gurney delighted to see we again had another good audit.

7. Parish Partnership Funding 2022/2023

The council discussed items to apply for funding through the Parish Partnership grant. It was suggested by Cllr King to fund an additional SAM 2 unit for the parish and replace one of the current units, these would all be recordable units allowing more data to be analysed on a regular basis. A full proposal will be put to Council at the November meeting.

8. Armed Forces Covenant

Following last meeting of Full Council where the Council resolved to accept the Armed Forces Covenant. Cllr King as Chair formally signed the document.

9. Norfolk Remembrance Sunday

a) The Parish Council confirmed the purchase of a Poppy Wreath . It was **AGREED** by all.

b) The council discussed the laying of the wreath on Sunday 14th November at the War Memorial, it was **AGREED** that Cllr Potter would do the honour this year as Members Champion for the Armed Forces.

c) A report was previously circulated to all Councillors regarding the purchase of a Fallen Soldier/Tommy Figure for display at the War Memorial from the Remembrance Collection at RBLI. A discussion was had and it was proposed by Cllr King and Seconded by Cllr Potter to purchase both Unknown Tommy Statue and Unknown Woman at War Statue at a cost of £175 each. It Was
RESOLVED BY ALL TO PURCHASE BOTH STATUES
The statues will be used at the War memorial for remembrance and then placed in the Remembrance Garden at the Community Centre.

10. Committee Members

2 vacancies had become available on the Events Working Group and Playing Fields, Allotments and Amenities Committee on Committees. Cllr Forder proposed himself to sit on the Events Working Group, Cllr King seconded the proposal. It was
AGREED
No nominations received for the Playingfields Committee, the vacancy remains unfilled.

Approved……

Date……

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11. Events Working Group

Cllr Douglass gave a verbal update to the Council on the activities of the events committee. The recent charity coffee morning held on 23rd September raised £41.55 for Macmillan. This received a positive feedback from those who attended. The Scarecrow Festival is planned for the October Half term with currently 32 entries, prizes have been donated by Taverham Garden Centre, Asda and Empire Barbers. On Thursday 28th we will be holding a charity coffee morning in aid of Alzheimer's. on 11th November a charity breakfast will be held for the Royal British Legion. The Christmas hampers have been advertised on Facebook and will be in the next edition of Just Hellesdon.

12. Planning

The minutes and decisions made from the Planning Committee meeting held on 14th and 28th September 2021 were previously circulated, it was

RESOLVED TO NOTE THE MINUTES AND THE DECISIONS MADE

13. Playing Fields, Allotments and Amenities

The Minutes from the Committee meeting held on 7th September 2021 were circulated to all Councillors. It was

RESOLVED TO NOTE

14. Property, Policy and Resources

Cllr Gurney updated the Council on the current project. The contractor has come across a number of variables in the Community Centre, an additional survey was carried out, profiles of the trusses have been made and tested, this has shown that the building is not square and new profiles have been remade. This, along with covid and supplier issues have caused a delay in the Project and would now look to open in the new year.

Cllr Britcher asked the Clerk to confirm the builder's date for completion.

15. Community Centre Committee

No Current Updates.

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, Seconded by Cllr Avenell Agreed by all.

Agenda items 17, 18 and 19 to be discussed after agenda item 20.

20. Time and Venue of next Council meeting.

The next scheduled meeting of the Full Council will be on 9th November 2021 at 7pm in the Council Chambers.

The following items were discussed following the resolution passed in agenda item 16.

Approved……

Date……

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17. **M&E Contract – Community Centre**
    Papers were circulated at the meeting to all councillors detailing information and pricing on the recently tendered M&E contract for the Community Centre. The reports put forward were discussed . It was proposed by Cllr Fahy, seconded by Cllr Britcher it was
    RESOLVED TO AWARD THE M&E CONTRACT TO 2ND LISTED QUOTATION. Cllr Gurney Abstained. Clerk will contact DJ Designs to follow up.

18. **Staffing Update**
    Cllr Gurney gave an update to the Council on the current staffing matters, currently have one member of staff off, they are due back at work early November.

19. **Exchange of information only.**
    Matters raised are for information only and items to be considered for future agendas.
    Cllr King discussed recent correspondence he had received from Broadland District Council. It was AGREED for the clerk to await further information to present to Council.

Meeting Closed at 9:55pm

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Approved……

Date……