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

MEETING OF THE FULL COUNCIL

Notice of meeting to be held on Tuesday 10th October 2023 at 7pm in The Council Chamber, Diamond Jubilee Lodge Wood View Road, Hellesdon. Councillors are summoned to attend for the purpose of transacting the following business.

The Openness of Local Government Bodies Regulations 2014

Under the above regulations, any person may take photographs, film and audio-record the proceedings and report on all public meetings. If you do not wish to be filmed / recorded, please notify an officer prior to the start of the meeting.

If you have any symptoms of a respiratory infection, including Covid-19 please do not attend.

AGENDA

Welcome by the Chairman

1. Apologies and acceptance for absence

To receive and accept valid apologies for absence as previously notified to the Parish Clerk.

***2.* Declarations of Interest and Dispensations (1-3)**

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 12th September 2023 (4-8)

To agree the minutes of the meeting held on 12th September 2023 as a true and accurate record

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. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the item 6 in view of the confidential nature of the business to be transacted.

6. Community Centre Outstanding Matters

a) To Consider Resolution to bring contract works to a close

7. Council Reports

a) To Receive Clerk's Written Report (9-12)
b) To Receive Written Reports from District and County Councillors (13)
c) To Receive any Updates from the Chairman (14)

8. Financial Matters

a) Bank Reconciliation – September 2023 (15)
b) Earmarked reserves summary (16)
c) Approval of Payments – September 2023 (17)
d) Approval of Receipts – September 2023 (18-20)
e) Detailed Income and Expenditure 1st April 2023 – 30th September 2023 (21-28)
f) To Receive Notification of Conclusion of Audit (29-33)

9. Planning Committee

a) To note decisions made by the Planning Committee on 12th September and 26th September 2023 (34-37)

10. Events Committee

a) To note decisions made by the Events Committee on 4th October 2023 (verbal report)

11. Community Centre

a) To Receive Update on WC Improvement Project (38-39)

12. Parish Partnership

a) To Consider projects for the Parish Partnership Scheme 2024/2025 (40-44)

13. Neighbourhood Plan

a) To Consider Terms of Reference for Working Group (45-46)

b) To Consider Specification for Consultant for Neighbourhood Plan Tender (47-55)

14. Broadland Family Hub

a) To Receive Update on Family Hub running from Hellesdon Parish Council Site (56)

15. Defibrillator for the Low Road

a) To Consider match funding for defibrillator for the Low Road (57)

16. Highways Complaint

a) To Receive response from Norfolk County Council regarding Highways Complaint (58-59)

17. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the item 18 in view of the confidential nature of the business to be transacted

18. Land Matter

a) To Receive Correspondence Relating to Land in Hellesdon

19. Matters for the Next Agenda

Matters raised are for information only and items to be considered for future agendas

20. Time and Venue of next Council meeting.

Tuesday 14th November, 7pm in Diamond Jubilee Lodge

Faye LeBon **Clerk to the Council** **Dated** *5th October 2023*