HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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# MEETING OF THE FULL COUNCIL

## Notice of meeting to be held on Tuesday 14th December 2021 at 7pm in The Council Chamber, Diamond Jubilee Lodge Wood View Road, Hellesdon, 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. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request.**

**COVID RESTRICTIONS The meeting of the Parish Council will be held in the Council Chamber of the Parish Office. We ask that Face Coverings are worn by those attending. If you have any symptoms of Covid please do not attend.**

## AGENDA

**Welcome by the Chairman**

1. **Appointment of Locum Clerk**
   To note the appointment of Locum Clerk to the Council

2. **Apologies and acceptance for absence**
   To receive and accept Apologies for Absence as previously notified to the Parish Clerk.

3. **Declarations of Interest and Dispensations**
   To receive Members' Declarations of Interest in Agenda Items and to note the granting of any Requests for dispensations.

4. **Minutes from Full Council meeting held 9th November 2021**
   To agree the minutes of the meeting held on 9th November 2021* (1-5)

5. **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).

6. **Reports from**

a) To note report from Parish Clerk* (6-7)
b) Verbal Update from District and County Councillors.
c) Verbal Update from Chairman.
d) Update on Policing Matters* (8)

7. **Financial Matters**

a) Bank Reconciliation – November 2021.* (9)
b) Earmarked reserves summary.* (10)
c) Approval of Payments – November 2021.*(11-12)
d) Approval of Receipts – November 2021.*(13)
e) Detailed Income and Expenditure 1st April 2021 – 30th November 2021.*(14-22)

8. **Tree Works**
   To approve Tree Works following inspection* (23, report separate document)

9. **GNLP – HEL 4**
   To note correspondence from The GNLP and consider and agree response* (24-25)

10. **Events Working Group**
    To receive an update from Events Working Group Chair on Christmas Hampers

11. **Planning**
    To note recent planning decisions made by the planning committee on 9th & 23rd November 2021* (26-27)

12. **Playing Fields, Allotments and Amenities**
    **a)** To note the minutes of the Committee meeting held 25th November 2021* (28-29)
    **b)** To Agree any matters arising from the minutes

13. **Property, Policy and Resources**
    **a)** To note the minutes of the Committee meeting held 24th November 2021* (30-31)
    **b)** To Agree any matters arising from the minutes
    **c)** To receive any updates on the Community Centre Roof Project

14. **Community Centre Committee**
    To receive any updates

15. **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.**

16. **Staffing Update**
    **a)** To note the minutes of the Committee meeting held 10th November 2021* (32-33)
    **b)** To update on staffing matters in relation to Clerk Vacancy

17. **Exchange of information only.**
    Matters raised are for information only and items to be considered for future agendas

18. **Time and Venue of next Council meeting.**
    To confirm the time and location of the next meeting of the Full Council on 11th January 2022

*Russell Reeve* **Locum Clerk to the Council** **Dated** *7th December 2021*

**All documents referred to in this agenda as "attached" are supplied to Parish Councillors only and are numbered in top right corner. Copies are available (unless marked confidential) at the Council Offices during public opening hours.*