HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 6th February 2018 at 7.00pm in Diamond Jubilee Lodge, Wood View Road, Hellesdon, for the purpose of transacting the following business.

AGENDA

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

WELCOME

1. **Apologies and acceptance for absence**
2. **Declarations of Interest and Dispensations**
   (a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda.**
   (In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence ***– Please contact the office should any item need clarification)***
   (b) Clerk to report any written requests for dispensation in respect of items on this agenda.
3. **To receive approval of minutes of the Full Parish Council Meeting held on 2nd January 2018 from those members present at the respective meeting**
4. **Public Participation** (as permitted by Standing Order 3d & 5kxiii)
   Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
5. **Report from Police to include Parish Crime Figures.**
6. **Report from County Councillor**
7. **Reports from District Councillors**
8. **Report from:**
   - **Parish Council Chairman**
   - **Council Administrator**
9. **Financial Matters**
   9.1 - Bank Reconciliation - November and December 2017
   9.2a - Approval of Accounts – Payments – November and December 2017
   9.2b - Approval of Accounts – Receipts – November and December 2017
10. **General Matters**
    10.1 – Update on land at Eversley Road
    10.2 - Structural Survey of Community Centre
    10.3 - Report from Internal Auditor
11. **Activities**
    11.1 – Exhibition
    11.2 - Chairman's Evening to include Launch of Neighbourhood Plan
    11.3 - Proposal for Medieval Pageant Summer 2018

12. Planning

12.1 Committee meetings

- To note the minutes of the meetings held on 3rd and 17th January 2018.
- To address any questions of the meetings.

13. Playing Fields, Amenities & Allotments

13.1 - Update from Cllr. King regarding installation of new of play equipment.

14. Media & Communications

14.1 - Update from Cllr Prutton regarding next issue of The Grapevine

15. Property, Policy & Resources

15.1 - Committee Meeting

- To note the Minutes of the Meeting held on 30th January 2018.
- To address any questions of the Meeting

16. Hellesdon Community Centre

16.1 - Update from Cllr Gurney regarding the Community Centre

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 following item(s) in view of the confidential nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting.

18. Staffing - Any consideration of a personal and/or confidential matter to be considered following a resolution to exclude the press and public

18.1 - To receive an update on current position on issues related to a former member of staff

18.2 - To note arrangements for Interviews for the Post of Clerk on 8th February 2018 and date for Extraordinary Meeting to ratify the panel's decision.

19. Exchange of information

20. Time and Venue of next Council meeting on Tuesday 6th March 2018 at 7pm.

CLOSE

Note to Members – Register of Members Interest

Should any change need to be made to your form please be reminded that this should be actioned within 28 days of the change

THE PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING

Mrs Mo Anderson-Dungar **Proper Officer of the Council dated** 30 January 2018