HELLESDON PARISH COUNCIL
The Council Office Diamond Jubilee Lodge Wood View Road Hellesdon Norwich NR6 5QB
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Minutes the Meeting of Hellesdon Parish Council held on Tuesday 14th March 2023 at 7pm at The Council Chambers, Diamond Jubilee Lodge

PRESENT:

Cllr S Gurney (Chair)
Cllr G Britton
Cllr L Douglass
Cllr M Fulcher
Cllr U Franklin
Cllr D Britcher
Cllr G Diffey
Cllr D Fahy
Cllr R Forder
Cllr P Sparkes

In attendance: Mrs F LeBon (Clerk), Mr L Mottley (Reds10 Modular Construction), Mr K Healy (Department of Education), Mr D Thrower (Wensum Trust), Mrs R. Robinson (Firside Junior School) and one member of the public.

WELCOME – Cllr Gurney welcomed all to the meeting

A presentation was given by Mr L Mottley on the proposed replacement of Firside Junior School, enabling councillors to ask questions of representatives of the construction company, the Department of Education, the Wensum Trust and Firside School about the project. A further community engagement event will be held at the school on 15th March.

1. Apologies and Acceptance for Absence

Apologies for absence were received from Cllr K Avenell, Cllr B Johnson, Cllr D King, Cllr R Potter and Cllr R Sear. It was **AGREED** that these apologies should be accepted.

2. Declarations of Interest and Dispensations

Cllr Diffey declared an interest in item 11 as an employee of Norfolk Library Services.

3. Minutes from Full Council meeting held 14th February 2023

The Minutes of the Full Council meeting held on 14th February 2023 had been previously circulated. It was **RESOLVED TO ACCEPT** these Minutes as a true and accurate record of the meeting, after a proposal from Cllr Britton and a second from Cllr Forder.

4. Public Participation

No matters raised.

5. Reports

a) Clerk's Report

This had been previously circulated. The report was **ACCEPTED**. The Clerk is to follow up on the remedial works to the hearing loop in the council chamber.

b) Verbal Report from District and County Councillors

After a query from Cllr Britcher, the Clerk confirmed that posters had been placed in the noticeboards, raising awareness of photo ID being required for the forthcoming elections.

Approved……

Date……

In her role as County Councillor, Cllr Gurney reported that she is working with highways officers to establish the best way to close the Boundary for the next phase of roadworks anticipated in June/July. Seven and twelve week closures were being explored. If permitted, Cllr Gurney will bring the options to the Parish Council for consideration. After a query from Cllr Britcher on the length of the new refuge area and associated hatching to enable a right turn from Drayton High Road to Middletons Lane, Cllr Gurney advised that highways officers are reviewing this area.

c) Verbal Update from Chairman

There were no updates from the Chairman

6. Financial Matters

a) Bank Reconciliation – February 2023

It was **AGREED** to accept this reconciliation.

b) Earmarked reserves summary

This report was **NOTED**.

c) Payments – February 2023

The payments detailed in the written report were **AGREED**.

d) Receipts – February 2023

The receipts detailed in the written report were **AGREED**.

e) Detailed Income and Expenditure 1st April 2022 – 28th February 2023

This written report was **ACCEPTED**.

f) To Agree Amendment to Financial Regulations to Support the Friday Friends Group

It was **AGREED** to add the following to financial regulation 9.5, relating to income being banked intact.

'The exception to banking money intact would be income for the Friday Friends Group. Income from Friday Friends, whilst the group is run as a Parish Council activity, may be used to facilitate future group activities. At the end of each month, a statement of income and expenditure should be passed to the RFO for accounting purposes. Any amount held in excess of the Parish Council's insurance liabilities must be passed to the RFO for banking.'

g) To Consider Correspondence from the Broadland Tree Wardens Network Regarding a Donation

It was **AGREED** after a proposal from Cllr Fulcher and a second from Cllr Franklin that £100 should be donated from the Good Causes for Hellesdon Earmarked Reserve, in support of the Tree Wardens Network.

h) To Consider Correspondence from Hellesdon PCC Regarding a Donation

It was **AGREED** after a proposal from Cllr Gurney and a second from Cllr Fulcher that £750 should be donated to Hellesdon Parochial Church Council to support churchyard grounds maintenance, as had been budgeted for.

7. Planning Committee

a) To Note the Decisions made by the Planning Committee on 14th February 2023

The minutes and decisions arising from the Planning Committee meeting held on 14th February 2023 had been circulated. It was **AGREED** to note the minutes and the decisions made**.**

8. Events Committee

a) To Note the Decisions made by the Events Committee on 28th February 2023

Cllr Douglass advised that an MC had been booked for the Summer Fayre and plans were progressing well. The minutes and decisions arising from the Events Committee meeting held on 28th February 2023 had been circulated. It was **AGREED** to note the minutes and the decisions made**.**

b) To Consider Commemorations for the King's Coronation

Approved……

Date……

DRAFT

Cllr Douglass reported that the Events Committee was conflicted over how the Parish Council should commemorate the King's Coronation. There were perceived difficulties in running an event as all parishes will be competing for stalls and attendees due to the date. And the focus of the Events Committee is building upon the Summer Fayre. It was **AGREED** in principle to source a metal commemorative bench to be installed on the Recreation Ground by the tiny forest, and to also purchase a picture of The King to match the picture of The Late Queen, to be installed in the community centre.

9. Community Centre

a) To Receive Report on Community Centre Refurbishment Project

A written report had been provided for councillors on works outstanding.
Authorisation was given to spend £4,678 after a proposal from Cllr Gurney and a second from Cllr Franklin, for the rewiring of three CCTV cameras which had been cut during the refurbishment works. A provisional sum has been invoiced to the builders for remedial works to the CCTV. This can be added to should any of the CCTV repairs be directly accountable to the building works (such as cut wires). Any faults proven to be as a result of age of the system or wear and tear, would have to be payable by the council. The other cameras will be reviewed whilst the contractor is onsite with a cherry picker.

10. Training

a) To Consider Delegates to Attend the NPTS Spring Seminar

It was **AGREED** that Cllr Gurney, Cllr Fulcher and the Clerk should attend on 21st March at a cost of £67.50 each.

Cllr Diffey Left the Room

11. Library Protection Scheme

a) To Consider Scheme for the Protection of the Library from Vehicle Strike

An updated scheme and heads of terms for the license had been provided by NPlaw.
It was **AGREED** to feed back the following on the scheme:

- That to have the bollards 1.2m away from the library instead of 60cm would create a safe walkway to the library.
- That the bollards being 1m overground would be difficult for drivers to see when reversing, and it would be preferred if they were 1.5m overground.
- The description of the scheme has 7 bollards, but the diagram shows eight. It would be preferred if there are 8 bollards as per the diagram.

Cllr Diffey Re-joined the Meeting
Cllr Franklin and Councillor Fulcher Left the Meeting

12. Consultations

a) To Consider Response to Consultation on a County Deal for Norfolk

It was **AGREED** after a proposal from Cllr Britton and a second from Cllr Britcher that the Parish Council as a corporate body should not submit a response, and that councillors be free to submit responses as individuals.

13. Matters for the Next Agenda

- Outstanding Building Matters
- Coronation Bench
- 2014 Kiss and Drop Report for Kinsale School
- Outstanding Highways Matters for Boundary Road.

Approved……

Date……

14. Time and Venue of Next Council meeting.

Tuesday 11th April 2023 at 7pm in the Council Chamber.

The meeting closed at 9.30pm

DRAFT

Approved……

Date……