HELLESDON PARISH COUNCIL

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Minutes of the Meeting of Hellesdon Parish Council Held on Tuesday 4th August 2020 by Zoom Online at 7.00 pm.

PRESENT: Cllr D King, Chair
Cllr S Gurney
Cllr G Britton
Cllr Fahy
Cllr Sparkes
Cllr W Johnson, Vice-Chairman
Cllr K Avenell
Cllr S Bush-Trivett
Cllr D Britcher

In attendance: Mrs N Carver, Clerk

1 Member of the public
District Cllr Prutton

WELCOME –The Chairman welcomed Councillors and members of the public.

1. Apologies and acceptance for absence

Apologies from Cllr Attenborough and Cllr Fulcher and Cllr Franklin, these were **ACCEPTED**.

2. Declarations of Interest and Dispensations

There were no requests for dispensations, and no additional interests declared.

3. Minutes of the meeting held 9th June 2020

The minutes of the full council zoom meeting held on 7th July 2020, were
RESOLVED TO ACCEPT

4. Public Participation

A resident asked the question of the charge of the Tennis Court and no of people it is able to hold for outside group activity. The clerk confirmed it is able to hold 30 people capacity following the Covid guidelines, charged at £24 per hour. No further questions

5. Reports from

a) **Parish Clerk**

The clerks report was previously circulated. One item was discussed with regards to the Anti-Social behavior currently being experienced in Hellesdon primarily on the open spaces The clerk gave a verbal update following on from her meeting with PC Weeks, the clerk asked how the council would like to go forward with the opening and closing of the parks, after a lengthy discussion the Parish Council at this time discussed not to close the gates to the main open spaces, but to continue to follow the guidance from the government in regards to the Covid Act (Last update 4th July), asking that incidents are reported at the time directly to the police as they have requested and not via social media. The Parish Council will continue to monitor this along with the police and should any changes need to be made they will act accordingly. Cllr Britcher asked for the clerk to clarify by email the polices response. Cllr King proposed the above and seconded by Cllr Britcher. It was
RESOLVED TO ACCEPT.

Approved……

Date……

DRAFT

AGENDA ITEM 5a CONTINUED

The following questions were raised by Cllr Britcher, The sign at Meadow Way for the parking restriction of the yellow lines missing, Clerk will contact NCC highways. Watering of the community orchard at Bush Road allotments, clerk confirmed that the Parish Council grounds staff are currently watering the tress weekly using the bowser filled at the groundmans hut. Update on 20mph speed limit at Meadow Way, Cllr Gurney updated the council, the project is now going through consultation, the clerk and herself will be having a meeting with highways engineer the following week.

Cllr King brought to the councillors attention the urgent matter of 3 trees in the parish recently surveyed by the tree contractor. The report was received in to the office earlier that afternoon. The 3 trees all require work to be carried out, however the one at the community centre on the bowing green does however require the work to be carried out as a matter of urgency. The other 2 will be discussed at the next PA&A committee meeting. The clerk will contact the contractor.

b) **County and District Councillor**

District Councillor Prutton gave a verbal update. She informed the council she is now a full member of the Planning Committee at BDC. If any local planning item for South East Ward would need to be called in at BDC requested by our planning committee this can now be done by Cllr Britcher. It was clarified that Cllr Prutton does not vote on any application at the planning committee meetings

Cllr Gurney gave a verbal update for both County and District Council. The Mann Egerton Plaque will be delivered next week and then installed outside Jaguar on Cromer Road, exact location will be agreed with NCC Highways . She has been working with the police regarding current issues in south east ward. Now looking at second stage of the persimmon development on highways amendments, especially Middleton's Lane cross roads. Links Ave/Close pavement repairs are still ongoing, its confirmed that any dropped curbs now being requested will need to be paid for to Norfolk County Council. Pot holes on Middletons Lane have now been filled/repaired. Brown bins are now available to purchase again from BDC and chargers are pro rata, there is currently a 3 weeks wait.

Cllr Britcher gave a verbal update; there have been changes on the waste management at BDC, he will keep the council updated. Residents had recently complained regarding the inadequate signage for the works on Middletons Lane, Cllr Gurney explained that these had been brought forward by NCC to fit in with the school holidays so that work can be completed before the schools go back. This was a last minute decision made.

Cllr King gave a verbal report on district matters, he updated on the recent temporary street furniture license which has been approved for local cafes/pubs/bars etc. to bring out tables and chairs in front of their business's on land they own.

Cllr King gave a verbal report from the chair on the recent request for using the football facilities at Hellesdon recreation ground. This has highlighted that issue of under prevision in the parish. This has now come forefront, the Parish will now need to look at this with the GNLP and will be taken to the next PA&A meeting. David spoke with regards to the budget shortfall from Covid which is looking at £65,000 to £75,000, this will need to be looked at by PP&R.

6. <u>Financial Matters</u>

a) Bank Reconciliation – 1st April to 30th June 2020.
The document previously circulated was discussed, and it was
RESOLVED TO ACCEPT

Approved……

Date……

b) Approval of Payments –June 2020.
The document previously circulated was discussed, a question from Cllr Gurney on the charges from Westcotec, the units have not been moved since the start of Covid, clerk will look into this and report at next full council. Cllr Britcher asked for a timetable for the next 24 months on the locations, the clerk will arrange for this and circulate to all councillors. Standing orders were suspended to allow for Cllr Prutton to speak this was seconded by Cllr Britcher. Cllr Prutton spoke with regards to the data received from the SAM 2 data and how it was used. This will be brought to a future agenda, and items discussed at the next SNAP panel meeting.
RESOLVED TO ACCEPT WITH ITEMS RAISED

c) Approval of Receipts - – June 2020.
The document previously circulated was discussed, and it was
RESOLVED TO ACCEPT

d) Detailed Income and Expenditure 1st April to 30th June 2020.
The document previously circulated was discussed, Cllr Sparks asked if the Parish Council are able to receive any funding to help with shortfalls similar to the help other businesses has been given, the clerk updated that there is no current funding, though this is being looked at by the parish, Norfolk ALC and also at national level. The clerk has written to Broadland District Council, Cllr King and Cllr Gurney also gave a verbal update. It was
RESOLVED TO ACCEPT THE REPORT

e) Financial reports on unpaid invoices at 1st July 2020
The document previously circulated was discussed, and it was
RESOLVED TO ACCEPT

There was a lengthy discussion had on meeting dates and times to enable more up-to-date financial information given to council. This will be taken to the next full council meeting

7. Grit Bin Replacement

A report was previously circulated and discussed. Cllr Johnson asked for 2 additional bins to be considered in the parish, the clerk will take this to Highways and bring to a future meeting. It was proposed by Cllr King Seconded by Cllr Johnson
RESOLVED TO APPROVE THE PURCHASE OF THE TWO GRIT BINS AT £137 EACH USING EMR 338 WITH NO ADDITIONAL EXTRAS

8. Anti-Social Parking

This item was withdrawn and to be taken to a future meeting.

9. GDPR Policy

The GDPR policy was previously circulated, after a discussion it was proposed by Cllr King Seconded by Cllr Gurney
RESOLOVED TO ADOPT WITH THE RECOMMENDATION OF PP&R COMMITTEE TO SUPPORT THE DPO

10. Planning

Planning decisions made by the planning committee up to 21st July 2020 were previously circulated it was;
RESOLVED TO ACCEPT

Approved……

Date……

11. Community Center Committee

The minutes of the committee meeting on 13th July 2020 were previously circulated and discussed. It was

RESOLVED TO ACCEPT

12. 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 CLLR KING SECONDED BY CLLR GURNEY AND ACCEPTED

14. **Exchange of information.**

Cllr King asked to move the next meeting months meeting to Tuesday 8th September this was proposed by Cllr Johnson , seconded by Cllr Sparks all agreed, opposed Cllr Britcher

Items noted for future full council meetings:

- SAM 2 Sign
- Change of day for full council meetings
- Grass Verge Parking

15. Time and Venue of next Council meeting

Tuesday 8th September 2020 at 7pm via Zoom

The meeting closed to the press and the public at 20:19pm.

<u>Items discussed under the resolution to exclude public and press</u>

13. Property Policy and Resources

The minutes from the committee meeting held on 28th July 2020 were previously circulated. Cllr Gurney gave a verbal update. It was

RESOLVED TO ACCEPT THE MINUTES

Cllr Britcher asked for the following item to be minuted:

I David Britcher propose that Hellesdon parish council as a matter of urgency set a budget for the community centre alterations in light of the fact HPC having already has approved and applied for a PWLB loan of £500,000 pounds for roof repairs which is part of the Community centre alterations.

NO MOTION CARRIED

The meeting closed at 21:36

DRAFT

Approved……

Date……