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 12th July 2022 at 7pm at The Council Chambers, Diamond Jubilee Lodge

PRESENT:

Cllr S Gurney (Chair)
Cllr K Avenell
Cllr G Britton
Cllr D Fahy
Cllr U Franklin
Cllr W Johnson
Cllr D Britcher
Cllr L Douglass
Cllr R Forder
Cllr D King

In attendance: Mrs F LeBon, Clerk
District Cllr S Prutton
Five members of the public

WELCOME – Cllr Gurney welcomed Councillors and members of the public to the meeting.

1. Apologies and Acceptance for Absence

Apologies for absence were received from Cllr S Bush-Trivett, Cllr G Diffey, Cllr M Fulcher, Cllr R Potter, Cllr R Sear and Cllr P Sparkes. These were **ACCEPTED.**
Apologies were received from P.C. Hill, who had provided a written report from the police.

2. Declarations of Interest and Dispensations

None declared.

3. Minutes from Full Council meeting held 14th June 2022

The Minutes of the Full Council meeting held on 14th June 2022 had been previously circulated. It was **RESOLVED TO ACCEPT** these minutes as a true and accurate record of the meeting.

Cllr Gurney led a minute's silence in memory of former parish councillor Dorothy Attenborough, who had sadly passed away. Cllr Britcher, Cllr Franklin and District Cllr Prutton also paid tribute.

4. Public Participation

A member of the public raised queries about the water damage at the community centre. Cllr Gurney assured the member of the public of the council's due diligence process and explained the reason for the delays. The Clerk will provide a written response.
Members of the public raised concerns about the level of anti-social behaviour at Cottinghams Park. The importance of reporting such incidents to the police was emphasised. A meeting with the police is to be arranged at Diamond Jubilee Lodge and residents are to be invited to attend.

5. Reports

a) Clerk's Report

This had been previous circulated. The Clerk advised that the Parish Partnership Scheme for 2023/2024 had been announced and councillors were encouraged to think of some potential

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schemes for future consideration. The Clerk also encourage councillors to check their emails for personal data that was no longer required and these emails should be deleted under GDPR. This report was **ACCEPTED**.

b) Verbal Report from District and County Councillors

Verbal updates were provided as follows:

- Cllr Prutton reported that there were no matters she was involved with at Broadland Council that related to Hellesdon.
- Cllr Britcher reported that there were discussions in relation to Thorpe Lodge which were commercially sensitive and could not be disclosed to the parish council at present.
- Cllr King reported that a report into the joint working arrangements was being worked on and would be released in approximately six weeks.
- Cllr Gurney, in her role as County Councillor, had been working with highways over the correspondence received about road safety on the Low Road. Highways has invested £14K in new chevrons signs. Investigations are occurring into the feasibility of having a 40mph speed limit, in between the 30mph and 60mph speed limits on the Low Road. With regards to the proposed 20mph speed limit on Meadow Way, whilst there was considerable support for the proposal, letters of objection have to be reviewed and have delayed the project. There has also been a high number of complaints about the works of City Fibre and NCC has allocated an officer specifically to deal with these complaints. She has also arranged for the relevant paperwork to be put in place for the proposed wildflower area in the highway verge on Woodview Road.

c) Verbal Update from Chairman

Cllr Gurney reported that she had attended a photoshoot for the opening of the defibrillator on Bush Road and had also judged the scarecrow competition at the allotment site.

6. Financial Matters

a) Bank Reconciliation – June 2022

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

b) Earmarked reserves summary

It was **AGREED** to accept this report. Cllr King queried the £900 difference between the earmarked reserves report and account 4401 (Active Saver). The Clerk will speak to the Finance Officer and respond at the earliest opportunity.

c) Payments – June 2022

The payments were **AGREED**.

d) Receipts – June 2022

The receipts were **AGREED**.

e) Detailed Income and Expenditure 1st April 2022 – 30th June 2022

This report was **ACCEPTED**.

7. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of item 8 in view of the confidential nature of the business to be transacted.

Cllr King proposed that item 8 be closed to the press and public, seconded by Cllr Avenell and carried.

All Members of the Public Left the Meeting

8. Community Centre

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Update on claim for water damage within building, projected re-opening date and financial update

Funding methods from earmarked reserves were **AGREED** for the contractual works that remain after a proposal from Cllr King and a second from Cllr Johnson. Priorities for other projects were also **AGREED** and the funding method being from general reserves after a proposal from Cllr King and a second from Cllr Avenell. The quotes for these projects are to be taken to the next PP&R meeting. The priority projects were the cabling on the driveway, the storage area and the kitchenette.

The Meeting Re-Opened to the Press and Public

9. Planning Committee

The minutes and decisions arising from the Planning Committee meeting held on 14th June had been circulated to councillors. It was **RESOLVED TO NOTE THE MINUTES AND THE DECISIONS MADE.**

10. Events

The minutes from the Events Committee held on 22nd June were circulated to the meeting. Councillor Douglass reported that a full debrief of the Jubilee Fayre had occurred and that a date of 24th June 2023 had been agreed for the Mid-Summer Fayre. A scarecrow festival will be run over the October half term, to encourage children to get involved. This will have a Disney theme. Open Gardens will also be arranged.

11. Playing Fields, Allotments and Amenities

The minutes from the meeting held on 5th July had been circulated and the decisions made **NOTED**. It was **AGREED** after a proposal from Cllr Gurney and a second from Cllr King to transfer £7,564 from earmarked reserves to fund the replacement fencing works at Mountfield Park.

12. To Consider Settlement Offer in Relation to Bush Road Street Light Electricity Charge

A without prejudice offer of £900 from Broadland Council to compensate for charging for the Bush Road street light electricity which is owned by Hellesdon Parish Council was **AGREED**. The street light has now been removed from Broadland Council's asset register.

13. To Consider Correspondence from Persimmon Regarding the Design of Football Pitches

Initial designs for the proposed football pitches to be provided by Persimmon under the s106 agreement were presented for consideration. The following points were **AGREED** to be fed back under the consultation:

- That the pitches should be of a size as recommended by the FA (which is 110 x 70 with a 3 run off on each side).
- That a series of stone picking should be put in place to ensure that the ground is as free from stones and flints as is practicably possible.
- The community land MUST be adjacent to the pitches, school, car park and changing facility. This is to ensure the combined benefits for the school and local community.
- That the grass mix for the football pitches be agreed with Hellesdon Parish Council prior to being sown to ensure the best quality surfacing for the playing of grass roots football, and the maintenance thereof.
- That a 3D drawing be provided so that a better understanding can be had of the drop between the two pitches.

14. Norwich Western Link

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Cllr Britcher reported that he had attended the latest meeting on the Norwich Western Link on 27th June, where an overview of the presentation given to the Cabinet at Norfolk County Council was provided. It was clarified that this was a Norfolk County Council project, and not National Highways Agency. Funding of 85% of the project costs were being sought from national government, with the remaining 15% from Norfolk County Council.
Discussions occurred as to the benefits and disadvantages of the project.
It was **AGREED** after a proposal from Cllr Gurney and a second from Cllr Britcher that Hellesdon Parish Council continues to support this project.
The next meeting will be held in September.

15. To Consider Official .gov.uk Councillor Email Addresses
It was **AGREED** to defer this item until the next meeting allow a policy on administration to be created.

16. 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 17 in view of the confidential nature of the business to be transacted. This was **AGREED.**

17. Staff Restructure
An update on the staff restructure had been previously circulated to councillors. The contents of this were **NOTED**.

18. Matters for the Next Agenda
No agenda items raised.

19. Time and Venue of Next Council meeting.
Consideration will be given as to whether a meeting on 9th August is required nearer the time, based upon what business is required to be transacted.

The meeting closed at 10.15pm

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