HELLESDON PARISH COUNCIL

The Council Office Diamond Jubilee Lodge Wood View Road Hellesdon Norwich, NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: clerk@hellesdon-pc.gov.uk

Minutes of the Meeting of Hellesdon Parish Council Held on Tuesday 8th September 2020 by Zoom Online at 7.00 pm.

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

In attendance: Mrs N Carver, Clerk
District Cllr Prutton

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

1. Apologies and acceptance for absence

Apologies from Cllr Attenborough, Cllr Fulcher, Cllr Sparks and Cllr Bush-Trivett, 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 4th August 2020

The minutes of the full council zoom meeting held on 4th August 2020, were
RESOLVED TO ACCEPT

4. Public Participation

Cllr Prutton had asked Parish Council asked for advice and help with an issue raised by a resident regarding parking. Cllr Gurney confirmed she had spoken to the resident and this is in hand.
Cllr Prutton asked why company's information on the NHS quotation was redacted, the clerk confirmed it is standard practice.

5. Reports from

a) **Parish Clerk**

The clerks report was previously circulated.
RESOLVED TO ACCEPT

The following items were raised:
Clerk confirmed the cost of the baby change unit is £250.
Cllr Gurney spoke with regards to the locking of Meadow Way and of the Community Centre parks. Many residents had contacted Cllr Gurney along with the office asking for the gates to be closed of an evening. A discussion was had and it was proposed by Cllr Gurney and seconded by

Approved……

Date……

CONTINUE AGENDA ITEM 5

Cllr King, Cottinghams Park and Mountfield Park will remain open for residents to walk the dogs early in the morning or later in the evening, the Community Centre will be open between 8am and 8pm, and to lock Meadow Way on the recommendation of the Clerk, this will be reviewed at the next Parish Council meeting. It Was

RESOLVED TO ACCEPT

Cllr Gurney Proposed to purchase the changing unit for outside toilet seconded by Cllr Britcher. It was

RESOLVED TO ACCEPT

b) **County and District Councillor**

- Cllr Gurney gave a verbal update for both County and District Council. There is a continuation of the work on Drayton Wood Road; road closure is in place for week beginning 21st September.
  Cllr Gurney spoke with regards to the zebra crossing on Middletons Lane, Norfolk County Council did a lengthy consultation including data analysis on the location of the crossing. It was not a substitute for the lollipop man, this is a requirement. To confirm the crossing has been installed in the right place. Links Avenue path resurfacing has now been completed.
  There is a lot of activity on licensing at the District and business is coming back to usual level. Cllr Gurney has given thanks to Viola as they have done a very good job during the past months.
  Cllr Franklin asked for an update on Meadow Way 20mph Cllr Gurney confirmed that this is now at the legal process and could take up to 18 months.
- No District Update from Cllr Prutton.
- No District Update from Cllr Britcher.
- No District Update from Cllr King.
  Cllr King gave a verbal report from the chair; he updated on the report previously instigated by Cllr Avenell on the parking issues around Hellesdon, this is now being looked at by the Transport Ministry, he will continue to update the council on this.
  Two white Papers have been released, one on devolution, this should be published in the next two to three weeks. Second, Planning White paper has also been published, this is looking at taking powers away from local authorities. Both these will be updated at future meetings. Broadland cabinet have agreed to amend May 2019 development plan, allowing for a further Regulation 18 on GNLP. The Regulation 19 could now be delayed to 2022, this will have an effect on the Jarrolds site application, Cllr King hopes to gain further information on this.

6. <u>Financial Matters</u>

a) Bank Reconciliation – 1st April to 31st August 2020.
   The document previously circulated was discussed, and it was
   RESOLVED TO ACCEPT

b) Earmarked reserves summary.
   The document previously circulated was discussed, Cllr Britcher asked when funding would come back for EMR345. The clerk updated that she is looking into this and report back at next meeting of the council.
   RESOLVED TO ACCEPT

c) Approval of Payments –July and August 2020.
   The document previously circulated was discussed, Cllr Gurney asked to confirm which dishwasher was repaired; clerk confirmed this was the Community Centre. It was
   RESOLVED TO ACCEPT

Approved……

Date……

CONTINUE AGENDA ITEM 6

d) Approval of Receipts – July and August 2020.
The document previously circulated was discussed, and it was
RESOLVED TO ACCEPT

e) Detailed Income and Expenditure 1st April to 31st August 2020.
The document previously circulated was discussed, It was
RESOLVED TO ACCEPT THE REPORT

f) It was **NOTED** a grant of £1000 awarded from Football Foundation for additional goal posts had been received.

g) It was **NOTED** a discretionary grant of £10,000 from Broadland District Council has been received for the Community Centre

7. Policy Review

The following policies had been reviewed by the officers with no amendments

a) Accessibility Policy
b) Bio Diversity Statement and Policy
c) Graffiti Policy
d) CCTV Policy
e) Safeguarding Policy

Cllr King proposed to accept them seconded by Cllr Johnson, agreed. It was
RESOLVED TO ACCEPT

8. SAM 2 Speed Sign

A lengthy discussion was had on the information/data received from the SAM 2 units. The clerk gave a verbal update on this, following questions raised.
It was
RESOLVED FOR THE OFFICERS TO PRODUCE AN INFORMATION SHEET TO BE SENT TO THE COUNCILLORS EACH MONTH.

9. Key Workers Bench

a) A written report was circulated to all councillors on the purchasing of a memorial bench to thank key workers of Hellesdon, Cllr Gurney confirmed this was a replacement of a bench that was previously there and also in the facility of Hellesdon Hospital. It was proposed by Cllr King abs Seconded by Cllr Britton to purchase the bench quoted for. It was
RESOLVED TO ACCEPT

c) Following the report with the officers recommendation, It was proposed by Cllr King and Seconded by Cllr Britton for the bench to be funded from EMR 332 Good causes of Hellesdon, It Was

d) RESOLVED TO ACCEPT WITH THE MONEY COMING FROM EMR 332 £1750

c) It was proposed by Cllr Britcher and Cllr Gurney for the following wording to be to be inscribed on the brass plaque
"With Grateful Thanks from the Residents of Hellesdon"
It was
RESOLVED TO ACCEPT

Approved……

Date……

10. Residents Christmas Party

It was proposed from the chair and seconded by Cllr Avenell for the senior residents Christmas party to be cancelled for 2020. It was
RESOLVED TO AGREE

11. Parish Council Meeting Dates

Following a lengthy discussion of the council on moving the parish council meeting currently held on first Tuesday of the month, being moved to the second Tuesday of the month. It was proposed by Cllr King and Seconded Cllr Johnson, It was
RESOLVED TO ACCEPT WITH 7 IN FAVOR AND ONE AGAINST

12. Planning

Planning decisions made by the planning committee up to 1st September were previously circulated, it was
RESOLVED TO ACCEPT

13. Community Center Committee

It was **NOTED** the next Community Centre meeting being held Monday 14th September 2020 10am via Zoom

14. Property, Policy and Resources

It was **NOTED** the next Property, Policy and Resources meeting being held Thursday 10th September 2020 6:30pm via Zoom.

15. Playing Fields, Allotments and Amenities

It was **NOTED** the next Playing Fields Allotments and Amenities meeting being held Wednesday 16th September 2020 2pm via Zoom.

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 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 the chair seconded by Cllr Avenell
RESOLVED TO ACCEPT

17. Exchange of information.

19. Time and venue of next council meeting

The next meeting to be held on Tuesday 13th October at 7pm via Zoom No further information to be exchanged

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

18. Staffing Update

The next staffing meeting to be held on Thursday 14th September at 8:30pm
The recent update from NALC relating to the NJC pay scales was **NOTED**

The meeting closed at 21:15

Approved……

Date……

DRAFT