HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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Parish Clerk: Mark Knight

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 11th September 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. **Nominations for and Election of Chairman of the Council and Declaration of Acceptance of Office**

2. **Nominations for and Election of any other office as necessary and Declaration of Acceptance of this office**

3. **To receive an address from Mr. John Rees from Hellesdon Hospital.**

3. **Apologies and acceptance for absence**

4. **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.
5. **To receive approval of minutes of the Full Parish Council Meetings held on 7th August 2018 from those members present at the respective meetings.**
6. **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).
7. **Report from Police to include Parish Crime Figures.**
8. **Report from County Councillor**
9. **Reports from District Councillors**
10. **Report from:**
    - **Parish Council Chairman**
    - **Parish Clerk**
11. **Financial Matters**
    11.1 Bank Reconciliation – 1st July to 31st July 2018
    11.2a Approval of Accounts – Payments - 1st July to 31st July 2018
    11.2b Approval of Accounts – Receipts - 1st July to 31st July 2018
    11.3 To appoint an additional cheque signatory after a councilor resignation.

12. General Matters

12.1 Nothing for meeting.

13. Activities

13.1 To receive a verbal report from the Parish Clerk about an Emergency Planning exercise to be run in conjunction with Broadland District Council.

13.2 To set a date for a meeting of the Events Working Group.

14. Planning

14.1 Committee meetings

- To note the minutes of the meetings held on 7th and 21st August 2018.
- To address any questions of the meeting.

15. Playing Fields, Amenities & Allotments

15.1 Committee meetings

- To note the minutes of the meeting held on 14th August 2018.
- To address any questions of the meeting.

16. Media & Communications

Nothing for meeting.

17. Property, Policy & Resources

17.1 To appoint a new member to this committee following a councillor resignation.

18. Hellesdon Community Centre

18.1 To appoint a new member to this committee following a councillor resignation.

18.2 To receive a report from the Projects Officer on progress made following a recent report.

19. Staffing

19.1 Committee meetings

- To note the minutes of the meeting held on 28th August 2018.
- To address any questions of the meeting.

19.2 To appoint a new member to this committee following a councillor resignation.

19.3 To approve the recommendation from this committee to formally adopt the Training and Lone Working Policy.

20. 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.

21. To discuss arranging a meeting concerning some land acquisition.

22. To receive a verbal update from the Parish Clerk concerning the Hellesdon Village Hall.

23. To receive a written report from the Parish Clerk concerning a recent meeting with a representative of Brown & Co Estate Agents.

24. Exchange of information

25. Time and Venue of next Council meeting on Tuesday 2nd October 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

Mark Knight **Clerk to the Council** **dated** 5th September 2018