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 2nd April 2019 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. **Apologies and acceptance for absence**
2. **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.
3. **To receive approval of minutes of the Full Parish Council Meetings held on 5th March 2019 from those members present at the respective meetings.**
4. **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).
5. **Report from** Police to include Parish Crime Figures.
6. **Verbal report from** County Councillor
7. **Verbal reports from** District Councillors
8. **Verbal report from:**
   - Parish Council Chairman
   - Parish Staff
9. **Reports on Financial Matters**
   - 9.1 Bank Reconciliation – 1st February to 28th February 2019
   - 9.2a Approval of Accounts – Payments - 1st February to 28th February 2019
   - 9.2b Approval of Accounts – Receipts - 1st February to 28th February 2019
   - 9.3 To receive the budget monitoring document.
   - 9.4 Earmarked reserves
10. **Reports on General Matters**
    - 10.1 To review the hand driers element of the PHS report at the Community Centre
    - 10.2 To receive a report to fix the oven in the Community Centre
    - 10.3 To receive a report on possible replacement of radiator thermostats in the Community Centre with tamper proof ones
    - 10.4 To discuss suitable staff/duty mobile phones and business contract
    - 10.5 To review request on room hire from regular hirer
    - 10.6 Verbal update on latest allotment water invoice

11. Activities

11.1 None

12. Planning

12.1 Committee meetings

- To note the minutes of the meeting held on 5th and 19th March 2019.
- To address any questions of the meetings.

13. Playing Fields, Amenities & Allotments

13.1 Nothing for meeting

14. Media & Communications

14.1 Committee meetings

- To note the minutes of the meeting held on 12th March 2019.
- To address any questions of the meetings.

15. Property, Policy & Resources

15.1 Nothing for meeting

16. Hellesdon Community Centre

16.1 Committee meetings

- To note the minutes of the meeting held on 25th February 2019.
- To address any questions of the meeting.

17. Staffing

17.1 Committee meetings

- To note the minutes of the meeting held on 18th March 2019 and the minutes of the extra ordinary meeting held on 25th March 2019
- To address any questions of the meeting

18. Annual Parish Meeting

18.1 Annual Parish meeting

- To note the minutes of the meeting held on 14th March 2019
- To address any questions of the meeting.

19. 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.

20. To discuss the revised options for land allocation proposed from local developer of the golf course.

21. Exchange of information

22. <u>Time and Venue of next Council meeting on Tuesday 7th May 2019 at 7pm.</u>

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** 27th March 2019