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: contact@hellesdon-pc.gov.uk

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 3rd April 2018 at 7.15pm 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 Meeting held on 6th March 2018 from those members present at the respective meeting**
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. **Report from County Councillor**
7. **Reports from District Councillors**
8. **Report from:**
   - **Parish Council Chairman**
   - **Council Administrator**
9. **Financial Matters**
   9.1 - Bank Reconciliation - February 2018
   9.2a - Approval of Accounts – Payments – February 2018
   9.2b - Approval of Accounts – Receipts – February 2018
10. **General Matters**
    10.1 - Update from Council Administrator regarding Data Protection legislation.
    10.2 – Request from Council Administrator to purchase two Data Protection Briefing and Checklist packs from LCPAS at a total cost of £60.
11. **Activities**
    11.1 – Update from the Chairman regarding Chairman's Reception on 27th April 2018.
    11.2 – Update from the Chairman regarding the upcoming Annual Parish Meeting on 19th April 2018.

12. Planning

12.1 Committee meetings

- To note the minutes of the meetings held on 6th and 20th March 2018.
- To address any questions of the meetings.

13. Playing Fields, Amenities & Allotments

13.1 - Nothing for meeting.

14. Media & Communications

14.1 - Nothing for meeting.

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 20th March 2018.
- To address any questions of the meetings.

17. 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.

18. Staffing –

18.1 - Committee meetings

- To note the minutes of the meetings held on 5th and 19th March 2018.
- To address any questions of the meetings.

18.2 - Update from Chair of Committee regarding ongoing staffing matters.

19. Update from the Chairman regarding acquisition of land.

20. Exchange of information

21. <u>Time and Venue of next Council meeting on Tuesday 1st May 2018 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

Mrs Mo Anderson-Dungar **Proper Officer of the Council dated** 23rd March 2018