HP C 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 4th December 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. 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 6th November 2018 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. Report from County Councillor

7. Reports from District Councillors

8. Report from:
- **Parish Council Chairman**
- **Parish Staff**

9. Financial Matters
9.1 Bank Reconciliation – 1st October to 31st October 2018
9.2a Approval of Accounts – Payments - 1st October to 31st October 2018
9.2b Approval of Accounts – Receipts - 1st October to 31st October 2018
9.3 To resolve to apply for a Parish Council debit card.
9.4 To approve the changes to the Earmarked Reserves recommended by the Property, Policy and Resources Committee.

10. General Matters
10.1 To decide on items to apply for through the Parish Partnership Scheme.

11. Activities

11.1 Request from Cllr Buck to fund a remembrance plaque to the value of £293.37

11.2 Verbal report from the Chairman regarding the recent Greater Norwich Local Plan exhibition.

11.3 Verbal update from the Chairman regarding the upcoming Senior Residents Christmas Party.

11.4 To inform the members present about the upcoming Western Link consultation to be held in the Council Chambers on Thursday 10th January 2019.

12. Planning

12.1 Committee meetings

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

13. Playing Fields, Amenities & Allotments

13.1 Verbal update from the Parish Clerk about the closure of Mountfield Park.

14. Media & Communications

14.1 Committee meeting

- To note the minutes of the meeting held on 27th November 2018.
- To address any questions of the meeting.

14.2 To ratify the Publication Scheme as recommended by this committee.

15. Property, Policy & Resources

15.1 To receive a copy of the 2019/20 budget for consideration; to be ratified at the January 2019 Full Council meeting.

15.2 To ratify the recommendation by this committee to adopt the updated 2018 Model Standing Orders.

16. Hellesdon Community Centre

16.1 Committee meeting

- To note the minutes of the meeting held on 19th November 2018.
- To address any questions of the meeting.

17. Staffing

17.1 Committee meeting

- To note the minutes of the meeting held on 12th November 2018.
- To address any questions of the meeting.

17.2 To adopt the Recruitment and Selection Policy and Procedure as recommended by this committee.

18. Exchange of information

19. <u>Time and Venue of next Council meeting on Tuesday 8th January 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** 28th November 2018

List of non circulated items:

Environment Agency Water Management Alliance changes to the local watercourse report.