HPC 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 5th February 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 8th January 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 December to 31st December 2018
9.2a Approval of Accounts – Payments - 1st December to 31st December 2018
9.2b Approval of Accounts – Receipts - 1st December to 31st December 2018
9.3 To receive the budget monitoring document.
9.4 To receive the audit report letter from Larkin and Gowen.
9.5 To consider the report from the Parish Clerk concerning cheque signatories.

10. General Matters
10.1 Update from Cllr Fulcher regarding progress with the Neighbourhood Plan implementation.
10.2 Verbal update from the Parish Clerk with regards management of street lighting.

10.3 To receive an update on the LCRS Action Plan.

11. Activities

11.1 To consider holding an event to encourage residents to stand in the upcoming elections in May 2019.

12. Planning

12.1 Committee meetings

- To note the minutes of the meeting held on 8th and 22nd January 2019.
- To address any questions of the meetings.

13. Playing Fields, Amenities & Allotments

13.1 To consider and approve the quote for essential tree works.
13.2 To consider and approve the quote regarding work at Mountfield Park.

14. Media & Communications

14.1 Verbal update from Chair of the Committee.

15. Property, Policy & Resources

15.1 Nothing for meeting.

16. Hellesdon Community Centre

16.1 To discuss the report from the Parish Clerk surrounding IT equipment.

17. Staffing

17.1 Nothing for meeting.

18. 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.

19. Update from the Parish Clerk concerning development of Council owned assets.

20. Exchange of information

21. <u>Time and Venue of next Council meeting on Tuesday 5th March 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** 30th January 2019