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 6th November 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 2nd October 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 September to 30th September 2018
9.2a Approval of Accounts – Payments - 1st September to 30th September 2018
9.2b Approval of Accounts – Receipts - 1st September to 30th September 2018
9.3 Approval of budget monitoring report.
9.4 To appoint an internal financial scrutineer.
9.5 To review the permission to spend limit for the Parish Clerk.

**10. General Matters**
10.1 To adopt the new model standing orders.
10.2 To receive a report regarding the condition of the bus shelters in light of the upcoming Parish Partnership scheme application.

10.3 To receive a verbal update from the Parish Clerk concerning CCTV provision.
10.4 To consider a donation to the Norfolk Citizens Advice Bureau.

**11. Activities**

11.1 To discuss holding an exhibition regarding the Greater Norwich Local Plan consultation from the 14th to 17th November 2018.
11.2 To inform the members present regarding the Western Link exhibition being held in the Council Chambers on 10th January 2019.
11.3 To discuss a request from Cllr Fulcher to set up a working group to carry out the details of the Neighbourhood Plan.

**12. Planning**

12.1 Committee meeting

- To note the minutes of the meeting held on 2nd October 2018.
- To address any questions of the meeting.

**13. Playing Fields, Amenities & Allotments**

13.1 Committee meeting

- To note the minutes of the meeting held on 16th October 2018.
- To address any questions of the meeting.

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

**14. Media & Communications**

14.1 To approve a quote for work to be done on the Council's wifi provision.

**15. Property, Policy & Resources**

15.1 Committee meeting

- To note the minutes of the meeting held on 3rd October 2018.
- To address any questions of the meeting.

15.2 To adopt a member onto this committee**.**

**16. Hellesdon Community Centre**

16.1 To adopt a member onto this committee**.**
16.2 To approve a quote for flame proofing the curtains in the Marjorie Lewis Hall.

**17. Staffing**

17.1 Committee meeting

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

17.2 To adopt a member onto this committee**.**

**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.** To revisit the decision to pursue a potential land acquisition opportunity.

**20.** To receive a report from the Projects Officer regarding a recent offer of land.

**21. Exchange of information**

**22. <u>Time and Venue of next Council meeting on Tuesday 4th December 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

Mark Knight **Clerk to the Council** **dated** 31st October 2018