HPC HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 4 June 2019 at 7pm in The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon, for the purpose of transacting the following business.

THE PRESS & PUBLIC ARE INVITED TO ATTEND AND THE MEETING ALLOWS FOR PUBLIC PARTICIPATION AT AGENDA ITEM 12

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 Annual Parish Council Meeting held on 14 May 2019 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. Reports from
- **Chairman**
- **Parish Clerk**

9. Financial Matters
9.1 Verification of Vouchers – March and April 2019
9.2 Bank Reconciliation – March and April 2019

9.3 Approval of Accounts – March and April 2019
9.4 To receive and adopt report from Internal Auditor
9.5 To complete and sign Annual Governance Statement (s.2 of AGAR)
9.6 To approve and sign Accounting Statement for Accounts for 2018/19 (s.1 of AGAR)

10. General Matters

To consider the following items:
10.1 Review of Code of Conduct
10.2 Outreach, Community Engagement[referred from last meeting] *(Cllr Buck)*
10.3 Permission to use Display Boards for Carnival *(Cllr Buck)*

11. Planning

11.1 Committee meeting
- To note Minutes of meeting held on 21 May 2019 i
- To address any questions of the meeting

12. Playing Fields, Amenities & Allotments

12.1 To set date for the first meeting

13. Media & Communications

13.1 To set date for first meeting

14 Hellesdon Community Centre

14.1 To set date for first meeting

15. Property, Policy & Resources

15.1 To set date for first meeting

16. 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.

17. Staffing - any consideration of a personal and/or confidential matter to be considered following a resolution to exclude the press and public
17.1 To note Minutes of Meeting held on 22 May 2019
17.2 To receive updates on Confidential Staffing Matters
17.3 To set dates for future meetings

18. Exchange of information

19. Time and Venue of next Council meeting on Tuesday 2 July 2019.

CLOSE

Notes to Members – NRCC Newsletter circulated via email, contact office for paper copy

Mrs. Mo Anderson-Dungar, **Locum Clerk dated** 29 May 2019