HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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Notice of Hellesdon Community Centre Committee meeting to be held on Tuesday 22nd November 2022 7:00pm in The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon Committee members are summoned to attend for the purpose of transacting the following business.

Under the Openness of Local Government Bodies Regulations 2014, 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.

If you have any symptoms of a respiratory infection, including Covid-19 please do not attend.

WELCOME

1. **Apologies and acceptance for absence**

2. **Declarations of Interest and Dispensations**

   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)***
   Clerk to report any written requests for dispensation in respect of items on this agenda.

3. **Approval of the Minutes**

   To approve the minutes of the meeting held on 29th September 2022

4. **Public Participation**

   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. **Community Centre Refurbishment**
   - **a.** To Receive Report on Refurbishment Project
   - **b.** To Receive Report and Consider Requirements for AV Equipment
   - **c.** To Receive Report and Consider Requirements for the Stage
   - **d.** To Receive Report and Consider Requirements for CCTV

6. **Community Cafe**
   - a. To Receive Update on Community Café
   - b. To Receive Café Food Hygiene Rating

7. **Budget 2023/2024**
   - a. To Consider Community Centre Budget for 2023/2024

8. **Items for the Next Agenda**

9. **To confirm the date, time and venue of the next meeting**

Faye LeBon **Clerk to the Council** **Dated 16th November 2022**