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

Notice of Playing Fields, Amenities & Allotment Committee meeting to be held on Tuesday 22 May 2018 at 7.00pm in The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon

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. **Nominations for and Election of Chairman**
2. **Nominations for and Election of Vice Chairman**
3. **Apologies and acceptance for absence**
4. **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.
5. **To receive approval of minutes of the committee meeting held on 20 February 2018 from those members present at the held meeting**
6. **To consider and agree Scheme of Delegation Committee Terms of Reference for recommendation to full council**
7. **Nominations for and election of members to Panel(s)/Group(s) – Allotment Liaison Group**
8. **To set dates of committee ordinary meetings for the ensuing year –** suggest 14th August, 16th October 2018 and 19th February 2019.
9. **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).
10. **General Matters**
    - 10.1 To discuss the proposed development plan for Mountfield Park and the wider Park and Open Spaces Strategy.
    - 10.2 To discuss the proposed quotes for essential tree work.
    - 10.3 Update on vacant allotments
    - 10.4 Request to place an advertisement with Just Hellesdon to advertise vacant allotment plots at a cost of £95.
    - 10.5 To approve a quote for essential repair to acoustic fencing at the Skate Park.
    - 10.6 To receive the April allotment inspection report.
    - 10.7 To receive the April Playgrounds report.
11. **Exchange of Information**
12. **To confirm the date, time and venue of next meeting: proposed as Tuesday14th August 2018 at 7pm.**

MEMBERS OF THE PUBLIC ARE INVITED TO ATTEND

Mr Mark Knight **Proper Officer of the Council dated** 16 May 2018