HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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Minutes of the meeting of the Hellesdon Community Centre Committee held on Wednesday 17th May 2017 at 7.00pm in The Council Chamber, Diamond Jubilee Lodge, Hellesdon

Present

Mrs. S. Gurney Mr. R. Grady Mr. D. Buck Mr. J. Knowles

Mr. D. Fahy Mrs. K. Leggett (minutes)

Welcome

As chair of the Council, Mrs Gurney welcomed and thanked all those in attendance.

1.0 Nomination for election of Chairperson

Cllr. Grady nominated Cllr Gurney, seconded, all in favour. **Resolved: Cllr Gurney to be Chair.**

2.0 Nominations for election of Vice-Chairperson

Cllr Gurney nominated Cllr Grady, seconded, all in favour. **Resolved: Cllr Grady to be Vice-Chair.**

3.0 Apologies for acceptance for absence

Cllr. David. King. Accepted

Cllr. Ursula. Franklin, not in attendance, no apologies received.

4.0 Declarations of interest and dispensations

Cllr. Buck items pertaining to Broadland District Council's "Grow Your Community", Hellesdon Youth Club and Hellesdon Community History Association.

Cllr Gurney items pertaining to Broadland District Council and Norfolk County Council.

Cllr Grady items pertaining to Hellesdon Youth Club and Broadland District Council.

Cllr. Knowles as a member of Hellesdon Community Choir.

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5.0 To consider and agree Scheme of Delegation, Committee Terms of Reference for recommendations to Full Council

Item 5 to be deferred to next meeting in order to redress Terms of Reference and Schemes of delegation. Mrs Leggett to speak to Mrs Anderson-Dungar regarding this. **Resolved**

Cllr Fahy to be Committee rep on Financial Committee. **Resolved.**

6.0 To set dates of Committee ordinary meetings for the ensuing year

Number of meetings per year set at 4 (17th May, 22nd Aug, 20th Nov, 27th Feb).

An extra meeting to be arranged to be able to consult with Centre Users. This is to be called by the Chairman in early November.

7.0 Minutes of last meeting

Minutes of the previous meeting of the 11th April were agreed. **Resolved: to accept as a true record.**

8.0 Public Participation

No public in attendance.

9.0 General Matters

9.1 Mrs Leggett gave her facilities report and Community Centre update.

9.2 Health and Safety Audit

Much discussion took place regarding the Health and Safety audit by Mr Bunting. **Resolved: to action points as a matter of urgency to ensure Health and Safety compliance.**

Resolved: to action loft ladder for HCC.

Cllr Knowles called for a resolution that Health and Safety review to be an agenda item at one point each year for Staffing and HCC Committees. This will then pass to Full Council. **Resolved.**

10.0 Exchange of Information

Cllr Grady mentioned a publication regarding Health and Safety, Croner's Digest and thought it might be of interest.

Cllr Knowles would like the topic of Community Centre development as an item on the next agenda.

Cllr Buck gave Committee and update re the "All About Hellesdon" event on 22nd July.

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11.0 Date, time and location of Next Meeting

Next meeting to be held in Council Chamber on 15th August 2017 at 7pm.

Meeting closed at 8.35pm

Signed/Dated

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