HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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Parish Clerk: Mark Knight

Minutes of the meeting of the Hellesdon Community Centre Committee held on
Wednesday 14th May 2018 at 7.00pm in
The Council Chamber, Diamond Jubilee Lodge, Hellesdon

Present

Cllr. S. Gurney Cllr. R. Grady Cllr. D. Buck Cllr. J. Knowles

Mr. D. Fahy Mark Knight (Parish Clerk)

The meeting opened at 7.00pm.

Welcome

As Parish Clerk, Mr Knight welcomed and thanked all those in attendance.

1 Nomination for election of Chairperson

Mr Knight invited nominations from the floor. Cllr. Grady nominated Cllr Gurney, seconded, all in favour. **Resolved: Cllr Gurney to be Chair.**

2 Nominations for election of Vice-Chairperson

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

3 Apologies for acceptance for absence

Cllr. David. King. Accepted

Cllr. Ursula. Franklin, Accepted.

4 Declarations of interest and dispensations

Cllr. Buck items pertaining to Broadland District Council, Hellesdon Conservative Association, Hellesdon Youth Club and Hellesdon Community History Association.

Cllr Gurney items pertaining to Hellesdon Conservative Association, Broadland District Council and Norfolk County Council.

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

Cllr. Knowles as a member of Hellesdon Community Choir and Hellesdon Labour Party.

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

It was **RESOLVED** to adopt these with no alterations.

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

6 Approval of minutes dates 20th March 20178

Minutes of the previous meeting were agreed. **RESOLVED to accept as a true record.**

7 Public Participation

No public in attendance.

8 General Matters

8.1 Much discussion took place regarding how the cost of the PRS Licence was to be recovered. Ultimately it was **RESOLVED** not to directly pass this cost onto the groups concerned but to absorb this cost and inform the groups accordingly. Any running or legal costs to be discussed during the price setting process for 2019/20 in the November Committee meeting.

Much discussion also took place regarding the administration of the PRS licence. It was also **RESOLVED** to ensure that the music being played was correctly recorded and reported to PRS. The Parish Clerk stated that he would contact PRS to determine the correct procedure and implement a system thereafter.

8.2 The relationship between the 'Council Run' groups (Whist, Short Mat Bowls and Bingo) was discussed at length. Due consideration was given to the position inherited by the Parish Council in January 2016 and the welfare and community value of the groups concerned. However, it was **RESOLVED** that with immediate effect the Council relinquish responsibility for the groups concerned and allow them to administer themselves. All monies generated by the group's activities to be retained by the group's themselves and for each group to be granted the Community Rate for room hire.

It was also **RESOLVED** that the Parish Clerk be given the authority to meet with the organisers of the groups concerned to communicate this to them.

8.3 It was decided that this item did not need to be discussed at the Parish Clerk alone was now responsible for the meeting.

8.4 The Parish Clerk gave a verbal report on the ongoing work being conducted by John Goddard Associates.

9 Discussion on issues regarding the financial report.

The report was not in evidence due to work currently being done on the internal audit and year end process.

10 Exchange of Information

Cllr. Knowles let the committee know that the Hellesdon Community Choir will be performing in their summer concert on the 28th July 2018.

Cllr. Buck briefly discussed an email he had sent to members and wished to confirm its receipt and acceptability of its contents.

Cllr. Grady asked for an update on registering HEL4 as a Community Asset.

11 Date, time and location of Next Meeting

Meetings for the upcoming year are to be held on Monday 20th August and Monday 19th November 2018 and 25th February 2019.

Meeting closed at 8.25pm

Signed/Dated