HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: clerk@hellesdon-pc.gov.uk

MEETING OF THE FULL COUNCIL

Notice of meeting to be held on Tuesday 12th December 2023 at 7pm in The Council Chamber, Diamond Jubilee Lodge Wood View Road, Hellesdon. Councillors are summoned to attend for the purpose of transacting the following business.

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.

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

AGENDA

Welcome by the Chairman

1. Apologies and acceptance for absence
To receive and accept valid apologies for absence as previously notified to the Parish Clerk.

2. **Declarations of Interest and Dispensations (1-3)**
To receive Members' Declarations of Interest in Agenda Items and to note the Granting of any Requests for dispensations.

3. Minutes from Full Council meeting held 14th November 2023 (4-8)
To agree the minutes of the meeting held on 14th November 2023 as a true and accurate record

4. Public Participation
To receive questions from the public.
(Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).

5. Council Reports (9-12)
a) To Receive Clerk's Written Report
b) To Receive Written Reports from District and County Councillors
c) To Receive any Updates from the Chairman

6. Financial Matters
a) Bank Reconciliation – November 2023 (13)
b) Earmarked reserves summary (14)
c) Approval of Payments – November 2023 (15-16)
d) Approval of Receipts – November 2023 (17-18)
e) Detailed Income and Expenditure 1st April 2023 – 30th November 2023 (19-26)

7. Planning Committee
a) To note decisions made by the Planning Committee on 14th November (27-28)

8. Policy, Property and Resource Committee
b) To note decisions made by the Policy, Property and Resource Committee on 11th December (verbal report)

9. **Community Centre (29)**

a) To Receive Update on WC Improvement Project ()

10. **Neighbourhood Plan (30)**

a) To Receive Update on the Neighbourhood Plan
b) To Agree Members to Form the Neighbourhood Plan Working Group ()
c) To Agree Date / Time of First Meeting ()

11. **Grant Opportunities (31-33)**

a) To Consider Application for Broadland Council Winter Pressures Grant
b) To Consider Application for Broadland Council Clean up and Bloom Grant
c) To Consider Application for Broadland Pride in Place Grant to Refurbish West WCs in Community Centre
d) To Receive Notification of Successful Veolia Grant
e) To Receive Notification of Successful Busseys Tree Grant

12. **Hellesdon Parish Council Website (34)**

a) To Receive Update on Hellesdon Parish Council Website Update
b) To Consider Options for Redesign of Hellesdon Parish Council Logo

13. **Biodiversity Duty (35-37)**

a) To Agree Biodiversity Policy

14. **To Consider Request for Contribution for Grass Cutting (38-41)**

a) To Consider Correspondence from the Church

15. **To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the item 16 and 17 in view of the confidential nature of the business to be transacted**

16. **Community Centre Outstanding Matters**

a) To Consider Further Action to bring contract works to a close

17. **Staffing**

a) To note decisions made by the Staffing Committee on 21st November 2023

18. **Matters for the Next Agenda**

Matters raised are for information only and items to be considered for future agendas

19. **Time and Venue of next Council meeting.**

Tuesday 9th January 2024, 7pm in Diamond Jubilee Lodge

Faye LeBon **Clerk to the Council** **Dated** *6th December 2023*