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 11th June 2024 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 May 2024 (4-9)
To agree the minutes of the meeting held on 14th May 2024 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
a) To Receive Clerk's Written Report (10-12)
b) To Receive Written Reports from District and County Councillors (13)
c) To Receive any Updates from the Chairman

6. Financial Matters
a) To Note Internal Auditor Statement on Annual Return (14)
b) To Agree the Annual Governance Statement 2023/2024 (15)
c) To Agree the Accounting Statements for 2023/2024 (16 - 22)
d) Bank Reconciliation – April 2024 (23)
e) Earmarked reserves summary April 2024 (24)
f) Approval of Payments – April 2024 (25-26)
g) Approval of Receipts - April 2024 (27-28)
h) Detailed Income and Expenditure 1st April 2024 – 30th April 2024 (29-36)
i) Bank Reconciliation – May 2024 (37)
j) Earmarked Reserves Summary May 2024 (38)
k) Approval of Payments May 2024 (39-40)
l) Approval of Receipts – May 2024 (41-43)
m) Detailed Income and Expenditure 1st April 2024 – 31st May 2024 (44-51)

7. **Planning Committee (52-53)**

a) To note decisions made by the Planning Committee on 14th May 2024

8. **Events Committee (verbal report)**

a) To note decisions made by the Events Committee on 5th June 2024

9. **Neighbourhood Plan (54-56)**

a) To Receive Update on the Neighbourhood Plan

10. **Community Speed Watch (57-58)**

a) To Consider Formal Parish Council Support for a Community Speed Watch Scheme

11. **Governance (59-77)**

a) To Review Financial Regulations, taking into account new NALC model

12. **Family Hub (78-80)**

a) To Agree Family Signage and Location Requests.

b) To Agree in Principle to Extension of Lease into Back Store and Internal Alterations

13. **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 14 in view of the confidential nature of the business to be transacted**

14. **Land Matter**

a) To Receive Feedback on Meeting Held on 21st May 2024

15. **Matters for the Next Agenda**

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

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

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

Faye LeBon **Clerk to the Council** **Dated** *2nd June 2024*