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: contact@hellesdon-pc.gov.uk

Notice of a Meeting of Hellesdon Community Centre Committee to be held on Wednesday 14th August 2024 3pm in The Council Chamber, Diamond Jubilee Lodge, Wood View Road, Hellesdon
Committee members are summoned to attend for the purpose of transacting the following business.

Under the Openness of Local Government Bodies Regulations 2014, 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.

WELCOME

1. **To Receive Apologies for Absence**

2. **Declarations of Interest and Dispensations (1-3)**
   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)***

3. **Approval of the Minutes (4-7)**
   To approve the minutes of the meeting held on 4th March 2024

4. **Public Participation**
   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).

5. **Building Maintenance and Improvements**
   a) To Receive Updates on WC Projects (8)
   b) To Receive Prices for Phase 2 of Fire Door Replacement Project and Appoint Contractor (9-12)
   c) To Receive Options for Repair / Replacement of Flooring in Foyer, Corridors and Outside Toilets and Appoint Contractor (13-14)
   d) To Receive Prices for Outside Signage and Appoint Contractor (15-16)
   e) To Consider Installation of Permanent Mirror Ball and Associated Lighting (17)
   f) To Receive Report into Defective Door to Kitchen (18)

6. **To Consider Sale of Unused Chairs (19)**

7. **To Receive Fire Risk Assessment (20-49)**

8. **To Consider Use of Warm Room (50)**

9. **Items for the Next Agenda**

10. **To confirm the date, time and venue of the next meeting**

Faye LeBon **Clerk to the Council** **Dated 8th August 2024**