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 10th September 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 5th August 2024 (4-6)**
To agree the minutes of the meeting held on 5th August 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 (7-9)**
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 – August 2024 (10)
b) Earmarked reserves summary August 2024 (11)
c) Approval of Payments – July and August 2024 (12-14)
d) Approval of Receipts – July and August 2024 (15-18)
e) Detailed Income and Expenditure 1st April 2024 – 31st August 2024 (19-26)
f) To Receive External Auditor's Report and Certificate (27)

**7. Governance (28)**
a) To Receive Proposal that Cllr Johnson will Stand Down from Planning Committee, to be replaced by Cllr Forder

**8. Planning Committee**
a) To note decisions made by the Planning Committee on 9th July, 23rd July, 13th August and 27th August 2024 (29-35)

b) To Receive Response from Cornerstone Developments to Pre application consultation letter (36-40)

**9. Neighbourhood Plan Working Group (41-44)**

a) To Receive Update from the Neighbourhood Plan Working Group held on 17th July 2024

**10. Community Centre Committee (45-51)**

a) To note decisions made by the Community Centre Committee on 14th August 2024
b) To receive report on Fire Door Replacement Project and to Agree Funding Method
c) To receive report on Flooring Replacement Project and to Agree Funding Method
d) To receive report on Lighting in ML Room and Agree Funding Method
e) To consider purchase of cabinet to site bleed kit.

**11. Playing Fields, Allotments and Amenities Committee (52-56)**

a) To note decisions made by the Playing Fields, Allotments and Amenities Committee on 6th August 2024
b) To receive report into Tractor Arrangements and agree method of funding.
c) To consider installation of CCTV at allotment site.

**12. Events Committee (57-59)**

a) To note decisions made by the Events Committee on 24th July 2024

**13. Highways**

a) To Consider Project(s) under Parish Partnership Scheme 2025/2026 (60-80)
b) To Consider Response to Consultation for Yellow Pedalway Scheme
c) To Receive Verbal Report on Norwich Western Link Meeting held on 29th August 2024
d) To Consider Correspondence from Norfolk County Council regarding 20mph TRO for Silk Mill Road

**14. Waste Removal (81-88)**

a) To Consider Options for Waste Removal and Bottle Bank Adoption Scheme

**15. Training (89)**

b) To Consider Attendees to the Norfolk PTS Autumn Seminar

**16. Technology (90-94)**

a) To Consider installation of Hybrid Technology for Meetings
b) To Consider Options for Mobile Phone Contract
c) To Consider Subscription to Canva

**17. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the items 18 and 19 in view of the confidential nature of the business to be transacted**

**18. Bad Debt**

a) To receive notification of bad debt and agree method of recovery

**19. Staffing**

a) To note decisions made by the Staffing Committee on 11th July 2024
b) To Receive Update on Recruitment

**20. Matters for the Next Agenda**

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

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

Tuesday 8th October 2024, commencing at 7pm at Diamond Jubilee Lodge

*Faye LeBon* **Clerk to the Council** **Dated** *4th September 2024*