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 8th October 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 10th September 2024 (4-10)
To agree the minutes of the meeting held on 10th September 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 (11-15)
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 – September 2024 (16)
b) Earmarked Reserves Summary September 2024 (17)
c) Approval of Payments – September 2024 (18-19)
d) Approval of Receipts – September 2024 (20-21)
e) Detailed Income and Expenditure 1st April 2024 – 30th September 2024 (22-29)
f) To Consider Amendment to Financial Regulations to Include Question about Recognition of Trade Unions for Formal Tenders (30)
g) To Consider Application for Winter Pressures Grant (30-31)

7. Governance
a) To Consider Formal Publication of Councillor Attendance Register (32)
b) To Consider use of Poll Cards, should a By-Election be Required (33)

8. **Planning Committee (34-35)**

a) To note decisions made by the Planning Committee on 10th September 2024

9. **Neighbourhood Plan Working Group (36-39)**

a) To Receive Update from the Neighbourhood Plan Working Group held on 25th September 2024

10. **Parish Assets (40-41)**

a) To Consider Correspondence from Broadland Council Regarding Responsibility of Parish Street Lighting

11. **Consultations (42-46)**

a) To Consider Respond to Broadland Council's Design Code Consultation

12. **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 13 in view of the confidential nature of the business to be transacted**

13. **Staffing**

a) To note decisions made by the Staffing Committee on 26th September 2024 (47-48)

b) To Receive Recommendations from Monitoring Officer and Agree Resulting Actions

14. **Matters for the Next Agenda**

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

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

Tuesday 12th November 2024, commencing at 7pm at Diamond Jubilee Lodge

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