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 November 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 8th October 2024 (4-8)
To agree the minutes of the meeting held on 8th October 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 (9-11)
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 – 31st October 2024 (12)
b) Earmarked Reserves Summary 31st October 2024 (13)
c) Approval of Payments – October 2024 (14-15)
d) Approval of Receipts – October 2024 (16-19)
e) Detailed Income and Expenditure 1st April 2024 – 31st October 2024 (20-27)

7. Governance
a) To Consider the Adoption of a Co Option Policy (28-33)
b) To Consider the Adoption of a Protocol on use of Council Facilities and Resources by Councillors (34-36)

8. Planning Committee (37-40)
a) To note decisions made by the Planning Committee on 8th and 22nd October 2024

9. **Neighbourhood Plan Working Group (41-45)**

a) To Receive Update from the Neighbourhood Plan Working Group held on 28th and 31st October 2024

10. **Playing Fields, Allotments and Amenities Committee (46-52)**

a) To note decisions made by the Playing Fields, Allotments and Amenities Committee on 29th October 2024

11. **Community Centre Committee (53-58)**

a) To note decisions made by the Community Centre Committee on 5th November 2024

12. **To Approve Improvement Plans for Old Parish Office (59-74)**

13. **To Consider Additional Parish Partnership Application for Bus Shelter Seating (75)**

14. **To Receive Correspondence Regarding Norfolk ALC and Agree any Resulting Actions (76-77)**

15. **To Consider Bleed Control Pack Training and Associated Donation (78)**

16. **To Receive Proposal that Hellesdon Parish Council expresses its concern at the developments at Firside School and will seek information about the likely impact of that development on behalf of residents of Hellesdon (79)**

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 item 18 and 19 in view of the confidential nature of the business to be transacted**

18. **Fencing for the Recreation Ground**

a) To Review Quotes and Agree Contractor for Fencing Works on the Recreation Ground

19. **Staffing**

a) To note decisions made by the Staffing Committee on 7th November 2024 ()

b) To Receive Report into Recruitment of the Deputy Clerk

c) To Receive Update on Mediation

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 10th December 2024, commencing at 7pm at Diamond Jubilee Lodge

Faye LeBon **Clerk to the Council** **Dated** *6th November 2024*