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 13 January 2026 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.

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**

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 9 December 2025**

To agree the minutes of the meeting held on 9 December 2025 as a true and accurate record

4. **Public Participation**

a) 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 report
b) To Note verbal reports from District and County Councillors
c) To Receive any Updates from the Chairman

6. **Financial Matters**

a) Approval of Payments – 1 October 2025 to 31 December 2025
b) Earmarked Reserves Summary- 1 October to 31 December 2025
c) Approval of Payments – 1 October 2025 to 31 December 2025
d) Approval of Receipts – 1 October 2025 to 31 December 2025
e) Detailed Income and Expenditure 1 October 2025 to 31 December 2025
f) To agree budget, in full or part, for 2026-27 following recommendation from Property, Policy and Resources Committee.
g) To agree 2026-27 Parish Precept following recommendation from Property, Policy and Resources Committee.

7. **Committees**

a) To receive Events committee report.
b) To receive Playing Fields, Allotments and Amenities report and to note any decisions made.
c) To receive Environment committee report.
d) To receive Planning committee report and to note any decisions made.
e) To receive Staffing committee report.
f) To receive Community Centre & Cafe Committee report and to note any decisions made.

8. **Projects/other matters**

a) To consider switching bank account provider to Unity Bank from Barclays Bank.
b) To consider submission of the latest version of the Neighbourhood Plan to Broadland District Council and any modifications and adjustments.
c) To consider report from Cllr Gurney concerning the replacement of the village sign previously situated outside Parish Hall on Low Road.
d) To consider match funding from Norfolk County Council for recycling bins for Community Centre. (Cllr Gurney)
e) To consider match funding from Norfolk County Council for recycling bins for Community Centre.
f) To consider switching suppliers of accounting software from RBS Rialtas to Scribe.
g) To consider temporary use of payroll provider in response to reduce staffing levels.

9. **Matters for the Next Agenda – Full Council 10 February 2026**

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

Jonathan Hall **Clerk to the Council** **Dated** *7 January 2026*