HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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Minutes of the Full Council meeting held on Tuesday 10 February 2026 at 7pm in Council Chamber, Diamond Jubilee Lodge, Hellesdon.

Present:

Cllr David Maidstone (Chairman)
Cllr Bill Johnson
Cllr David Britcher
Cllr Nigel Barker
Cllr Shelagh Gurney
Cllr Andrew Locke
Cllr Lacey Douglass
Cllr Roy Forder
Cllr Greg Britton
Cllr Robin Sear
Cllr David Fahy

In attendance
Jonathan Hall (Parish Clerk & Responsible Financial Officer)
PC Sam Hales.

1. **Apologies and acceptance for absence**
Apologies were received from the following Councillors and Accepted: Cllr Ian Duckett, Cllr David Fahy and Cllr Sue Holland.

2. **Declarations of Interest and Dispensations**
None

3. **Minutes from Full Council meeting held 13 January 2025**
The minutes of the meeting held on 13 December 2026 had been previously circulated. It was **RESOLVED** to accept these minutes as a true and accurate record of the meeting after the following amendments were approved.

5 b. Cllr Gurney said that Broadland District Council had awarded Hellesdon Parish Council's Environmental Committee a grant of £5000; Cllr David Maidstone had successfully applied for the grant on behalf of the committee. The grant was to extend the mini forest and additional shrub planting to the existing wildlife area on the recreational grounds.

8 c. Village sign renewal. Cllr Gurney said she had made enquires to Richard Pearson Norfolk County Council, and could use part of her County Council member's Highways grant to go towards the cost of the new sign, approximately £7500. Also £2500 could be applied for from her Norfolk County Council Community Fund to go towards the sign, providing the Parish Council would match fund the amount. It was **RESOLVED** to agree to match fund. Cllr Gurney asked the Clerk to apply for the money via the Norfolk County Council website.

8 d. Recycle bins in the Community Centre. Cllr Gurney advised that part of her community member grant could go towards the purchase cost of new recycle bins for the Community Centre. An allocation of £1000 could be accessed providing the Parish Council match funded the bin purchase. It was **RESOLVED** to match fund the bin purchases. Clerk to apply for the money from the Norfolk County Council fund.

4. **Public Participation**
PC Hales gave a verbal report, informing the Council that the past month has been busier than normal. An individual in the Parish had been quite draining on Police resources and has been issued with a Community Order Warning as a

Approved…….....
Cllr David Maidstone
Chairman of Hellesdon Parish Council

Date.....

result. This maybe upgraded to a Community Protection Notice if behaviours do not improve. In addition, there had been an incident of exposure in the Co-op on Reepham Road which is being actioned to bring about a resolution. Parking around schools is an ongoing issue and patrols are taking place when capacity allows.

PC Hales leaves at 19:18

5. **Council Reports**

a) To receive a report from the Clerk and to note

Report was previously circulated to Council members. Report was noted.

b) To note verbal reports from District and County Councillors

Cllr Lacey Douglass informed the Council that she her District Council grant was been award to Hellesdon Youth Club to help continue their good work in the community. There would be a £10 reduction in the council tax bill for 26/27 for Hellesdon residents from the special expense raised for streetlighting.

Cllr Bill Johnson advised that his District Council grant had been utilised by purchasing new defibrillator batteries and pads for the various defibrillators situated in the parish.

Cllr Shelagh Gurney advised that she had "called in" the planning application 20260127 for the installation of the telecommunications mast at Hellesdon Community Centre. This means that the District's planning committee would decide the application and would not be delegated to officers. Cllr Gurney also reported that she had received numerous forms of abuse from members of the public, possibility the worse ever encountered as a councillor, since being elected in 1997. Work in building the new Firside School was underway with the new entrance being started in half term week (16-20 February) and continuing until 26 February 2026. Various reports of flooding in the Parish were being investigated, with drains being cleaned out around the Dixons Shopping Centre site. The loose inspection chamber cover outside the chemist on Middleton's Lane was scheduled to be repaired but the work will required four way traffic control.

Reports from District and County Councillors were noted.

c) To Receive any Updates from the Chairman

Nothing to report.

6. **Financial Matters**

a) Approval of Payments – 1 October 2025 to 31 December 2025.

b) b) Earmarked Reserves Summary- 1 October 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.

Details of receipts received were not available due to the ongoing work in switching accounting software providers. The reports received were **APPROVED** by the Council.

f) To consider financial request from St Mary's Church to help with grass cutting maintenance costs.

The Parish Council **RESOLVED** to pay £1600 to St Mary's Church to cover two financial years 24/25 and 25/26.

7. **Committees**

a) To receive Staffing committee report and draft minutes from the meeting held on 14 January 2026 and to note any decisions made.

Cllr Britcher advised that the recruitment of a Deputy Clerk had started and that interviews for the position had been scheduled for week commencing 2 March 2026. The draft minutes of the committee meeting held on 14 January 2026 were noted.

Approved…….....
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Date.....

b) To consider the requirement for an interview panel of five councillors for the Deputy Clerk recruitment process, and to approve the appointment of Cllrs Britcher, David Maidstone and Gurney to the panel as recommended at the Staffing Committee meeting held on 14 January 2026.
It was **RESOLVED** for the recruitment panel to be constituted as Cllrs Britcher, Gurney and David Maidstone. Cllrs Locke, Johnson and Forder would act as substitutes.

Other Business

8. **To receive a verbal update from Cllr Britcher concerning the Western Link meeting held on 21 January 2026 and to note.**
Norfolk County Council has asked for the Government to undertake a survey of all the possible options again. This is estimated to cost around £1m. The Government has yet to respond. However, any road that gains planning permission will be single carriageway due to environmental concerns. The report was noted.

9. **To consider granting permission for the Safer Neighbourhood Action Panel (SNAP) to use the Council Chamber at no charge for the next SNAP meeting to be held 16th March 2026.**
It was **RESOLVED** to grant permission for the SNAP meeting to be held on 16th March 2026 within the Council Chamber at no cost.

10. **To consider date, time, venue and content of the 2026 Annual Parish Meeting (APM).**
The Parish Council delegated to the Clerk to arrange the APM on a suitable date in May 2026. It was suggested that Trevor Holden, the CEO of Broadland District Council is invited to attend to speak about how Local Government Reorganisation would affect Town and Parish Councils.

11. **To consider request for routine emails received by the Parish Council office to be forwarded to all members.**
The Members **RESOLVED** to request that emails from the principal councils (Norfolk County Council and Broadland District Council) are forwarded, especially issues that relate to Highways.

12. It was **RESOLVED** under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of item 13 in view of the confidential nature of the business to be transacted.

Meeting closed to press and public at 8:09pm

13. **To consider quotes from contractors for the cutting of grass verges**.
It was **RESOLVED** to award a one year grass verge cutting contract to Norse for the season March 2026 to October 2026 at a cost of £11,263.

Meeting closed at 8.21pm

Cllr Lacey Douglass offered her apologies for the March 2026 Full Council meeting as she would be attending a meeting at Broadland District Council.

Approved…….....
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