

HP HELLEDON PARISH COUNCIL

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 October 2026 at 7pm in the Council Chamber, Diamond Jubilee Lodge Wood View Road, Hellesdon Norwich Norfolk NR6 5QB

Councillors are summoned to attend for the purpose of transacting the following council business:

The Openness of Local Government Bodies Regulations 2014 permit attendance by members of the public and media for the purpose of reporting, filming, photographing or audio recording public meetings. Anyone wishing to record proceedings is requested, as a courtesy, to notify the Chair or Clerk before the meeting commences. Any recording must not be disruptive to the conduct of the meeting.

AGENDA

- 1. To elect a Chair of the Council and if required following election of chair to elect a Vice Chair of the Council.**
- 2. Apologies and acceptance for absence**
To receive and accept valid apologies for absence as notified to the Clerk.
- 3. Declarations of Interest and Dispensations**
To receive Members' Declarations of Interest in Agenda Items and to note the granting of any requests for dispensations.
- 4. Minutes from Full Council meeting held 8 September 2026**
To agree the minutes of the Full Council meeting held on 8 September 2026.
- 5. 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).
- 6. To consider the co-option of two councillors following confirmation from Broadland District Council that no election has been called in respect of the two casual vacancies.**
- 7. Other Council's Reports and related items**
 - a) To receive reports from the District Councillors and to note.
 - b) To receive a verbal report from Cllr Britcher from the Western Link meeting held on 30 September 2026.
 - c) To receive a report from the County Councillor and to note.

8. Parish reports

- a) To receive a report from the Clerk and to note.
- b) To receive any updates from the Chair and to note.

9. Financial Matters

- a) To receive list of payments and receipts 1 September 2026 to 30 September 2026.
- b) Earmarked Reserves Summary to 30 September 2026.
- c) To receive Bank reconciliation to 30 September 2026.
- d) To note the completion of the audit and any external auditor comments relating to Section 3 of the Annual Governance and Accountability Return (AGAR).

10. Committees

To receive reports from Chairs of Committees and to note and consider any recommendations.

- a) All Committees
To consider appointment of councillors to vacant positions on committees and panels.
- b) Committee Centre & Café Committee
No meeting held.
- c) Environment Committee.
No meeting held.
- d) Events Committee
To note draft minutes of the meeting held 15 September 2026.
To consider and approve recommendations i to iii from the meeting:
 - i. To approve Cllr Diffey as Chair of the Committee.
 - ii. To recommended to Full Council the Terms of Reference for the Committee.
 - iii. To recommend to Full Council that an additional £3000 to be added to the committee's budget for the remainder of the 26/27 financial year to be taken from general reserves.
 - iv. To approve a pumpkin related event for Halloween on 30 October 2026 within the half term holiday.
- e) Planning Committee.
Meetings held 22 September 2026 & 13 October 2026.
- f) Playing Fields, Allotments & Amenities
To note draft minutes of meeting held 10 September 2026.
To consider and approve recommendations from the meeting:
 - i. To approve Cllr Gurney as Chair of the Committee
 - ii. To recommended to Full Council the Terms of Reference for the Committee.

- g) Property, Policy & Resources.
To note draft minutes of meeting held 28 September 2026
- h) Staffing
No meeting held.

Other Business

- 11. To appoint the Clerk as representative of the Parish Council at the planning meeting to be held on 14 October 2026 at Broadland District Council offices regarding planning application 2026/0836 Sports Ground, Heath Crescent ,Hellesdon, Norwich NR6 6XF**
- 12. To consider consultation from Broadland District Council to extend the Public Spaces Protection Order (PSPO) to tackle vehicle related anti-social behaviour.**
- 13. To confirm time, date and location of the next Full Parish Council meeting as 10 November 2026 at 7pm in Council Chamber, Diamond Jubilee Lodge, Woodview Road Hellesdon Norwich NR6 5QB**



Jonathan Hall
Clerk of the Council

7 October 2026