HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB
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Minutes of the Meeting of Hellesdon Environment Committee on Tuesday 20 October 2026 5.30pm held in the Council Chamber, Diamond Jubilee Lodge, Hellesdon, Norwich, Norfolk NR6 5BZ

Present:
Cllr Ian Duckett (Chairman)
Cllr David Britcher
Cllr Andrew Lock
Cllr John Knowles

In Attendance:
Rebecca Larke (Deputy Clerk)
Kevin Sage (Facilities Manager)
Chris Fisher (Deputy Facilities Manager)
One member of the public – Debbie Pegg

The Chair opened the meeting at 5.30pm

Cllr Duckett officially welcomed Cllr Knowles as a member on the Environment Committee.

1. Apologies and acceptance for absence
No Apologies were received.

2. Declarations of Interest and Dispensations
No declarations were made or dispensations requested.

3. Public Participation
Debbie Pegg advised the Committee of an upcoming event concerning looking at ways to manage water to be held on Friday 23rd October from 10am – 3pm at the Norwich Arts Centre. Cllr Knowles offered to attend and report back to the committee at the next meeting.

4. Approval of the minutes of the meeting held on 11 August 2026
The minutes were **APPROVED** and signed as a true and accurate record of the meeting and were signed by the Chairman.

5. To receive budget monitoring report and to note
The report had been circulated to members prior to the meeting. The report was noted. In the Clerk's absence, the Deputy Clerk advised that the committee will have noticed the tree planting invoices going through the accounts. Although the communications budget has no current spend on it due to being managed through Policy Property and Resource 'Printed Communications' this may change as the financial year progresses.

6. To receive a verbal update on the screening of the People's Emergency Briefing

The Deputy Clerk provided an update from the Clerk who has been able to make contact with Chris Packham's team and in correspondence with his agent. Unfortunately, the position is that Chris Packham is unable to include any other work in his schedule. The Clerk proposes that in order to gather a panel to discuss a matters post film, he will work with Debbie Pegg from the Mile Cross Green Projects.

Approved…….....

Date.....

DRAFT

Due to limited room availability in the community centre during November and December the Clerk proposed that the screening was moved into 2027 which would allow more time to find a suitable evening and to advertise and promote the event.

The Deputy Clerk agreed to view the bookings calendar and provide the Chair with some suitable dates, preferably on a Tuesday/Thursday evening, during the end of January beginning of February 2027 by the end of the week.

7. To receive an update on the Miyawaki Woodland Planting Project

A report had previously been circulated out to all committee members.

The Chair confirmed that he had initially approached Hellesdon High School but was leaving it to the Clerk to formally approach the schools in respect of the actual Planting. The planting at Mountfield Park would include 60 (year 4/5) children from the two Junior schools in Hellesdon The proposed planting date would be the 1st and 2nd of December 2026. The planting of the larger trees within Hellesdon Community Centre's recreation ground would be aided by the older children from Hellesdon High School. The proposed planting date would be the 3rd December 2026. The committee felt that it was important to communicate to the schools about the children wearing suitable clothing for the planting and that gardening gloves would need to be purchased. The office will discuss with local suppliers if they are able to assist with gardening gloves, buckets of hand sanitiser.

The Deputy Facilities Manager provided a detailed update to the committee on the project and the Chair expressed thanks to both the Facilities Manager and Deputy for their hard work to date.

The committee wished to take photographs of the planting and reminded of the need to obtain the necessary permissions. The planting can be advertised in the Just Hellesdon publication and it would be welcomed if Parish Councillors are available to attend on some of the planting dates. The committee also wish to present each child involved with a certificate and pack as something to keep after the event. Cllr Knowles would lead on this.

The Facilities Manager explained the prospective A3 poster to position at each planting site after the event and will obtain a price for this. The Committee **RESOLVED** to delegate the financial function of this to the Facilities Manager.

8. To confirm the date, time and venue of the next meeting

The next meeting would be held on Tuesday 10 November 2026 at 5.30pm in the Council Chamber, Diamond Jubilee Lodge, Wood view Road, Hellesdon Norwich NR6 5QB

Meeting closed at 6:23 pm

Approved…….....

Date.....