

# **HP HC HELLEDON 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 Parish Council Held on Tuesday 8<sup>th</sup> September 2020 by Zoom Online at 7.00 pm.**

**PRESENT:** Cllr D King, Chair  
Cllr S Gurney  
Cllr G Britton  
Cllr D Britcher  
Cllr W Johnson, Vice-Chairman  
Cllr K Avenell  
Cllr Fahy  
Cllr Franklin

**In attendance:** Mrs N Carver, Clerk  
District Cllr Prutton

**WELCOME** –The Chairman welcomed Councillors and members of the public.

**1. Apologies and acceptance for absence**

Apologies from Cllr Attenborough, Cllr Fulcher, Cllr Sparks and Cllr Bush-Trivett, these were **ACCEPTED**.

**2. Declarations of Interest and Dispensations**

There were no requests for dispensations, and no additional interests declared.

**3. Minutes of the meeting held 4<sup>th</sup> August 2020**

The minutes of the full council zoom meeting held on 4<sup>th</sup> August 2020, were **RESOLVED TO ACCEPT**

**4. Public Participation**

Cllr Prutton had asked Parish Council asked for advice and help with an issue raised by a resident regarding parking. Cllr Gurney confirmed she had spoken to the resident and this is in hand. Cllr Prutton asked why company's information on the NHS quotation was redacted, the clerk confirmed it is standard practice.

**5. Reports from**

a) **Parish Clerk**

The clerks report was previously circulated.  
**RESOLVED TO ACCEPT**

The following items were raised:

Clerk confirmed the cost of the baby change unit is £250.

Cllr Gurney spoke with regards to the locking of Meadow Way and of the Community Centre parks. Many residents had contacted Cllr Gurney along with the office asking for the gates to be closed of an evening. A discussion was had and it was proposed by Cllr Gurney and seconded by

Approved.....

Date.....  
**HPC Full Council Mins 8<sup>th</sup> September 2020**

**CONTINUE AGENDA ITEM 5**

Cllr King, Cottinghams Park and Mountfield Park will remain open for residents to walk the dogs early in the morning or later in the evening, the Community Centre will be open between 8am and 8pm, and to lock Meadow Way on the recommendation of the Clerk, this will be reviewed at the next Parish Council meeting. It Was

**RESOLVED TO ACCEPT**

Cllr Gurney Proposed to purchase the changing unit for outside toilet seconded by Cllr Britcher. It was

**RESOLVED TO ACCEPT****b) County and District Councillor**

- Cllr Gurney gave a verbal update for both County and District Council. There is a continuation of the work on Drayton Wood Road; road closure is in place for week beginning 21<sup>st</sup> September. Cllr Gurney spoke with regards to the zebra crossing on Middletons Lane, Norfolk County Council did a lengthy consultation including data analysis on the location of the crossing. It was not a substitute for the lollipop man, this is a requirement. To confirm the crossing has been installed in the right place. Links Avenue path resurfacing has now been completed. There is a lot of activity on licensing at the District and business is coming back to usual level. Cllr Gurney has given thanks to Viola as they have done a very good job during the past months. Cllr Franklin asked for an update on Meadow Way 20mph Cllr Gurney confirmed that this is now at the legal process and could take up to 18 months.

- No District Update from Cllr Prutton.
- No District Update from Cllr Britcher.
- No District Update from Cllr King.

Cllr King gave a verbal report from the chair; he updated on the report previously instigated by Cllr Avenell on the parking issues around Hellesdon, this is now being looked at by the Transport Ministry, he will continue to update the council on this.

Two white Papers have been released, one on devolution, this should be published in the next two to three weeks. Second, Planning White paper has also been published, this is looking at taking powers away from local authorities. Both these will be updated at future meetings. Broadland cabinet agreed to amend May 2019 development plan, allowing for a further Regulation 18 on GNLP. The Regulation 19 could now be delayed to 2022, this will have an effect on the Jarrolds site application, Cllr King hopes to gain further information on this.

**6. Financial Matters**

- a) Bank Reconciliation – 1<sup>st</sup> April to 31<sup>st</sup> August 2020.

The document previously circulated was discussed, and it was

**RESOLVED TO ACCEPT**

- b) Earmarked reserves summary.

The document previously circulated was discussed, Cllr Britcher asked when funding would come back for EMR345. The clerk updated that she is looking into this and report back at next meeting of the council.

**RESOLVED TO ACCEPT**

- c) Approval of Payments – July and August 2020.

The document previously circulated was discussed, Cllr Gurney asked to confirm which dishwasher was repaired; clerk confirmed this was the Community Centre. It was

**RESOLVED TO ACCEPT**

Approved.....

Date.....

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**CONTINUE AGENDA ITEM 6**

- d) Approval of Receipts – July and August 2020.  
The document previously circulated was discussed, and it was **RESOLVED TO ACCEPT**
- e) Detailed Income and Expenditure 1<sup>st</sup> April to 31<sup>st</sup> August 2020.  
The document previously circulated was discussed, It was **RESOLVED TO ACCEPT THE REPORT**
- f) It was **NOTED** a grant of £1000 awarded from Football Foundation for additional goal posts had been received.
- g) It was **NOTED** a discretionary grant of £10,000 from Broadland District Council has been received for the Community Centre

**7. Policy Review**

The following policies had been reviewed by the officers with no amendments

- a) Accessibility Policy
- b) Bio Diversity Statement and Policy
- c) Graffiti Policy
- d) CCTV Policy
- e) Safeguarding Policy

Cllr King proposed to accept them seconded by Cllr Johnson, agreed. It was **RESOLVED TO ACCEPT**

**8. SAM 2 Speed Sign**

A lengthy discussion was had on the information/data received from the SAM 2 units. The clerk gave a verbal update on this, following questions raised.

It was

**RESOLVED FOR THE OFFICERS TO PRODUCE AN INFORMATION SHEET TO BE SENT TO THE COUNCILLORS EACH MONTH.**

**9. Key Workers Bench**

a) A written report was circulated to all councillors on the purchasing of a memorial bench to thank key workers of Hellesdon, Cllr Gurney confirmed this was a replacement of a bench that was previously there and also in the facility of Hellesdon Hospital. It was proposed by Cllr King abs Seconded by Cllr Britton to purchase the bench quoted for. It was **RESOLVED TO ACCEPT**

c) Following the report with the officers recommendation, It was proposed by Cllr King and Seconded by Cllr Britton for the bench to be funded from EMR 332 Good causes of Hellesdon, It Was

**d) RESOLVED TO ACCEPT WITH THE MONEY COMING FROM EMR 332 £1750**

c) It was proposed by Cllr Britcher and Cllr Gurney for the following wording to be to be inscribed on the brass plaque

**“With Grateful Thanks from the Residents of Hellesdon”**

It was

**RESOLVED TO ACCEPT**

Approved.....

Date.....

**10. Residents Christmas Party**

It was proposed from the chair and seconded by Cllr Avenell for the senior residents Christmas party to be cancelled for 2020. It was

**RESOLVED TO AGREE**

**11. Parish Council Meeting Dates**

Following a lengthy discussion of the council on moving the parish council meeting currently held on first Tuesday of the month, being moved to the second Tuesday of the month. It was proposed by Cllr King and Seconded Cllr Johnson, It was

**RESOLVED TO ACCEPT WITH 7 IN FAVOR AND ONE AGAINST**

**12. Planning**

Planning decisions made by the planning committee up to 1<sup>st</sup> September were previously circulated, it was

**RESOLVED TO ACCEPT**

**13. Community Center Committee**

It was **NOTED** the next Community Centre meeting being held Monday 14<sup>th</sup> September 2020 10am via Zoom

**14. Property, Policy and Resources**

It was **NOTED** the next Property, Policy and Resources meeting being held Thursday 10<sup>th</sup> September 2020 6:30pm via Zoom.

**15. Playing Fields, Allotments and Amenities**

It was **NOTED** the next Playing Fields Allotments and Amenities meeting being held Wednesday 16<sup>th</sup> September 2020 2pm via Zoom.

**16. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following items in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting.**

**Proposed by the chair seconded by Cllr Avenell**

**RESOLVED TO ACCEPT**

**17. Exchange of information.****19. Time and venue of next council meeting**

The next meeting to be held on Tuesday 13<sup>th</sup> October at 7pm via Zoom No further information to be exchanged

**Items discussed under the resolution to exclude public and press****18. Staffing Update**

The next staffing meeting to be held on Thursday 14<sup>th</sup> September at 8:30pm

The recent update from NALC relating to the NJC pay scales was **NOTED**

The meeting closed at 21:15

Approved.....

Date.....

**HPC Full Council Mins 8<sup>th</sup> September 2020**