

## PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 11<sup>th</sup> September 2018 at 7.00pm in  
Diamond Jubilee Lodge, Wood View Road, Hellesdon,  
for the purpose of transacting the following business.

## AGENDA

### 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. The Council has a Policy, a copy of which will be displayed outside the Council Chamber or other meeting room as appropriate and is available on request

## WELCOME

1. **Nominations for and Election of Chairman of the Council and Declaration of Acceptance of Office**
2. **Nominations for and Election of any other office as necessary and Declaration of Acceptance of this office**
3. **To receive an address from Mr. John Rees from Hellesdon Hospital.**
3. **Apologies and acceptance for absence**
4. **Declarations of Interest and Dispensations**  
(a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should declare any disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in **any item(s) on the agenda.**  
(In the case of disclosable and non-disclosable pecuniary interests the member must withdraw from the meeting room immediately after making representations, answering questions or giving evidence – **Please contact the office should any item need clarification**)  
(b) Clerk to report any written requests for dispensation in respect of items on this agenda.
5. **To receive approval of minutes of the Full Parish Council Meetings held on 7<sup>th</sup> August 2018 from those members present at the respective meetings.**
6. **Public Participation** (as permitted by Standing Order 3d & 5kxiii)  
Members of the public are invited to speak and are **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 15 minutes unless such time is extended by the Chairman).
7. **Report from Police to include Parish Crime Figures.**
8. **Report from County Councillor**
9. **Reports from District Councillors**
10. **Report from:**
  - **Parish Council Chairman**
  - **Parish Clerk**
11. **Financial Matters**
  - 11.1 Bank Reconciliation – 1<sup>st</sup> July to 31<sup>st</sup> July 2018
  - 11.2a Approval of Accounts – Payments - 1<sup>st</sup> July to 31<sup>st</sup> July 2018
  - 11.2b Approval of Accounts – Receipts - 1<sup>st</sup> July to 31<sup>st</sup> July 2018
  - 11.3 To appoint an additional cheque signatory after a councillor resignation.

- 12. General Matters**  
12.1 Nothing for meeting.
- 13. Activities**  
13.1 To receive a verbal report from the Parish Clerk about an Emergency Planning exercise to be run in conjunction with Broadland District Council.  
13.2 To set a date for a meeting of the Events Working Group.
- 14. Planning**  
14.1 Committee meetings
- To note the minutes of the meetings held on 7<sup>th</sup> and 21<sup>st</sup> August 2018.
  - To address any questions of the meeting.
- 15. Playing Fields, Amenities & Allotments**  
15.1 Committee meetings
- To note the minutes of the meeting held on 14<sup>th</sup> August 2018.
  - To address any questions of the meeting.
- 16. Media & Communications**  
Nothing for meeting.
- 17. Property, Policy & Resources**  
17.1 To appoint a new member to this committee following a councillor resignation.
- 18. Hellesdon Community Centre**  
18.1 To appoint a new member to this committee following a councillor resignation.  
18.2 To receive a report from the Projects Officer on progress made following a recent report.
- 19. Staffing**  
19.1 Committee meetings
- To note the minutes of the meeting held on 28th August 2018.
  - To address any questions of the meeting.
- 19.2 To appoint a new member to this committee following a councillor resignation.  
19.3 To approve the recommendation from this committee to formally adopt the Training and Lone Working Policy.
- 20. 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 item(s) in view of the confidential nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting.**
21. To discuss arranging a meeting concerning some land acquisition.
22. To receive a verbal update from the Parish Clerk concerning the Hellesdon Village Hall.
23. To receive a written report from the Parish Clerk concerning a recent meeting with a representative of Brown & Co Estate Agents.
- 24. Exchange of information**
- 25. Time and Venue of next Council meeting on Tuesday 2<sup>nd</sup> October 2018 at 7pm.**

**CLOSE**

Note to Members – Register of Members Interest

Should any change need to be made to your form please be reminded that this should be actioned within 28 days of the change

**THE PUBLIC ARE INVITED TO ATTEND THE ABOVE MEETING**

Mark Knight Clerk to the Council

dated 5<sup>th</sup> September 2018