

PARISH COUNCIL MEETING

Notice of meeting to be held on Tuesday 8th September 2020 at 7pm

Meeting is being held under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 for the purpose of transacting the following business.

The meeting is being held virtually and members of the public can join the meeting online via Zoom
<https://us02web.zoom.us/join/zoom/register/tZckcmsgTMIHdNBiRvgWWu44OXXuCGn0Ozz>

AGENDA

Welcome

1. **Apologies and acceptance for absence**
2. **Declarations of Interest and Dispensations**
3. **Minutes from Zoom meeting held 4th August 2020**
To note the minutes of the meeting held on 4th August 2020*
4. **Public Participation**
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).
5. **Reports from**
 - a) To note report from Parish Clerk*
 - b) Verbal Update from District and County Councillors
 - c) Verbal Update from Chairman
6. **Financial Matters**
 - a) Bank Reconciliation – 1st April to 31st August 2020. *(Update to include August to be sent out prior to meeting)
 - b) Earmarked reserves summary. *
 - c) Approval of Payments – July and August 2020. *(August to be sent out prior to meeting)
 - d) Approval of Receipts – July and August 2020. *(August to be sent out prior to meeting)
 - e) Detailed Income and Expenditure 1st April to 31st August 2020. *(August to be sent out prior to meeting)
 - f) To note funding grant of up to £1000 awarded from Football Foundation for additional goal posts
 - g) To note application for discretionary grant funding from Broadland District Council £10,000
7. **Policy Review**
To approve following policies*
 - a) Accessibility Policy
 - b) Bio Diversity Statement and Policy
 - c) Graffiti Policy
 - d) CCTV Policy
 - e) Safeguarding Policy

8. **SAM 2 Speed Sign**
To note the report given on SAM 2 Speed sign*
9. **Key Workers Bench**
 - a) To approve the purchase of a tribute bench for NHS Staff and Keyworks*
 - b) To agree on allocation of monies for the purchase and installation of bench
 - c) To agree the wording for the
10. **Residents Christmas Party**
For the agreement to not hold residents Christmas Party 2020 due to COVID 19 restrictions
11. **Parish Council Meeting Dates**
To consider and agree to moving Full Council Meeting to Second Tuesday of each Month
12. **Planning**
To note recent planning decisions made by the planning committee up to 1st September 2020 *
13. **Community Center Committee**
To note next Community Centre meeting of Monday 14th September 2020 10am via Zoom
14. **Property, Policy and Resources**
To note next meeting date 10th September 2020 6:30pm via Zoom.
15. **Playing Fields, Allotments and Amenities**
To note any updates.
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.**
17. **Exchange of information.**
18. **Staffing Update**
To note recent update from NALC
19. **Time and Venue of next Council meeting.**

Natasha Carver Clerk to the council

Dated 1st September 2020

**All documents referred to in this agenda as "attached" are supplied to Parish Councillors only. Copies are available (unless marked confidential) at the Council Offices during public opening hours.*

HP HC HELLEDON PARISH COUNCIL

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Minutes of the Meeting of Hellesdon Parish Council Held on Tuesday 4th August 2020 by Zoom Online at 7.00 pm.

PRESENT: Cllr D King, Chair
Cllr S Gurney
Cllr G Britton
Cllr Fahy
Cllr Sparkes

Cllr W Johnson, Vice-Chairman
Cllr K Avenell
Cllr S Bush-Trivett
Cllr D Britcher

In attendance: Mrs N Carver, Clerk

1 Member of the public
District Cllr Prutton

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

1. Apologies and acceptance for absence

Apologies from Cllr Attenborough and Cllr Fulcher and Cllr Franklin, 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 9th June 2020

The minutes of the full council zoom meeting held on 7th July 2020, were
RESOLVED TO ACCEPT

4. Public Participation

A resident asked the question of the charge of the Tennis Court and no of people it is able to hold for outside group activity. The clerk confirmed it is able to hold 30 people capacity following the Covid guidelines, charged at £24 per hour. No further questions

5. Reports from

a) Parish Clerk

The clerks report was previously circulated. One item was discussed with regards to the Anti-Social behavior currently being experienced in Hellesdon primarily on the open spaces The clerk gave a verbal update following on from her meeting with PC Weeks, the clerk asked how the council would like to go forward with the opening and closing of the parks, after a lengthy discussion the Parish Council at this time discussed not to close the gates to the main open spaces, but to continue to follow the guidance from the government in regards to the Covid Act (Last update 4th July), asking that incidents are reported at the time directly to the police as they have requested and not via social media. The Parish Council will continue to monitor this along with the police and should any changes need to be made they will act accordingly. Cllr Britcher asked for the clerk to clarify by email the polices response. Cllr King proposed the above and seconded by Cllr Britcher. It was **RESOLVED TO ACCEPT**.

Approved.....

Date.....
HPC Full Council Mins 4th August 2020

AGENDA ITEM 5a CONTINUED

The following questions were raised by Cllr Britcher, The sign at Meadow Way for the parking restriction of the yellow lines missing, Clerk will contact NCC highways. Watering of the community orchard at Bush Road allotments, clerk confirmed that the Parish Council grounds staff are currently watering the tress weekly using the bowser filled at the groundmans hut. Update on 20mph speed limit at Meadow Way, Cllr Gurney updated the council, the project is now going through consultation, the clerk and herself will be having a meeting with highways engineer the following week.

Cllr King brought to the councillors attention the urgent matter of 3 trees in the parish recently surveyed by the tree contractor. The report was received in to the office earlier that afternoon. The 3 trees all require work to be carried out, however the one at the community centre on the bowing green does however require the work to be carried out as a matter of urgency. The other 2 will be discussed at the next PA&A committee meeting. The clerk will contact the contractor.

b) County and District Councillor

District Councillor Prutton gave a verbal update. She informed the council she is now a full member of the Planning Committee at BDC. If any local planning item for South East Ward would need to be called in at BDC requested by our planning committee this can now be done by Cllr Britcher. It was clarified that Cllr Prutton does not vote on any application at the planning committee meetings

Cllr Gurney gave a verbal update for both County and District Council. The Mann Egerton Plaque will be delivered next week and then installed outside Jaguar on Cromer Road, exact location will be agreed with NCC Highways . She has been working with the police regarding current issues in south east ward. Now looking at second stage of the persimmon development on highways amendments, especially Middleton’s Lane cross roads. Links Ave/Close pavement repairs are still ongoing, its confirmed that any dropped curbs now being requested will need to be paid for to Norfolk County Council. Pot holes on Middletons Lane have now been filled/repared. Brown bins are now available to purchase again from BDC and chargers are pro rata, there is currently a 3 weeks wait.

Cllr Britcher gave a verbal update; there have been changes on the waste management at BDC, he will keep the council updated. Residents had recently complained regarding the inadequate signage for the works on Middletons Lane, Cllr Gurney explained that these had been brought forward by NCC to fit in with the school holidays so that work can be completed before the schools go back. This was a last minute decision made.

Cllr King gave a verbal report on district matters, he updated on the recent temporary street furniture license which has been approved for local cafes/pubs/bars etc. to bring out tables and chairs in front of their business’s on land they own.

Cllr King gave a verbal report from the chair on the recent request for using the football facilities at Hellesdon recreation ground. This has highlighted that issue of under prevision in the parish. This has now come forefront, the Parish will now need to look at this with the GNLP and will be taken to the next PA&A meeting. David spoke with regards to the budget shortfall from Covid which is looking at £65,000 to £75,000, this will need to be looked at by PP&R.

6. Financial Matters

a) Bank Reconciliation – 1st April to 30th June 2020.

The document previously circulated was discussed, and it was
RESOLVED TO ACCEPT

Approved.....

Date.....

b) Approval of Payments –June 2020.

The document previously circulated was discussed, a question from Cllr Gurney on the charges from Westcotec, the units have not been moved since the start of Covid, clerk will look into this and report at next full council. Cllr Britcher asked for a timetable for the next 24 months on the locations, the clerk will arrange for this and circulate to all councillors. Standing orders were suspended to allow for Cllr Prutton to speak this was seconded by Cllr Britcher. Cllr Prutton spoke with regards to the data received from the SAM 2 data and how it was used. This will be brought to a future agenda, and items discussed at the next SNAP panel meeting.

RESOLVED TO ACCEPT WITH ITEMS RAISED

c) Approval of Receipts - – June 2020.

The document previously circulated was discussed, and it was
RESOLVED TO ACCEPT

d) Detailed Income and Expenditure 1st April to 30th June 2020.

The document previously circulated was discussed, Cllr Sparks asked if the Parish Council are able to receive any funding to help with shortfalls similar to the help other businesses has been given, the clerk updated that there is no current funding, though this is being looked at by the parish, Norfolk ALC and also at national level. The clerk has written to Broadland District Council, Cllr King and Cllr Gurney also gave a verbal update. It was

RESOLVED TO ACCEPT THE REPORT

e) Financial reports on unpaid invoices at 1st July 2020

The document previously circulated was discussed, and it was
RESOLVED TO ACCEPT

There was a lengthy discussion had on meeting dates and times to enable more up-to-date financial information given to council. This will be taken to the next full council meeting

7. **Grit Bin Replacement**

A report was previously circulated and discussed. Cllr Johnson asked for 2 additional bins to be considered in the parish, the clerk will take this to Highways and bring to a future meeting. It was proposed by Cllr King Seconded by Cllr Johnson

RESOLVED TO APPROVE THE PURCHASE OF THE TWO GRIT BINS AT £137 EACH USING EMR 338 WITH NO ADDITIONAL EXTRAS

8. **Anti-Social Parking**

This item was withdrawn and to be taken to a future meeting.

9. **GDPR Policy**

The GDPR policy was previously circulated, after a discussion it was proposed by Cllr King Seconded by Cllr Gurney

RESOLVED TO ADOPT WITH THE RECOMMENDATION OF PP&R COMMITTEE TO SUPPORT THE DPO

10. **Planning**

Planning decisions made by the planning committee up to 21st July 2020 were previously circulated it was;

RESOLVED TO ACCEPT

Approved.....

Date.....

11. Community Center Committee

The minutes of the committee meeting on 13th July 2020 were previously circulated and discussed. It was

RESOLVED TO ACCEPT

12. 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 CLLR KING SECONDED BY CLLR GURNEY AND ACCEPTED

14. Exchange of information.

Cllr King asked to move the next meeting months meeting to Tuesday 8th September this was proposed by Cllr Johnson , seconded by Cllr Sparks all agreed, opposed Cllr Britcher

Items noted for future full council meetings:

- SAM 2 Sign
- Change of day for full council meetings
- Grass Verge Parking

15. Time and Venue of next Council meeting

Tuesday 8th September 2020 at 7pm via Zoom

The meeting closed to the press and the public at 20:19pm.

Items discussed under the resolution to exclude public and press

13. Property Policy and Resources

The minutes from the committee meeting held on 28th July 2020 were previously circulated. Cllr Gurney gave a verbal update. It was

RESOLVED TO ACCEPT THE MINUTES

Cllr Britcher asked for the following item to be minuted:

I David Britcher propose that Hellesdon parish council as a matter of urgency set a budget for the community centre alterations in light of the fact HPC having already has approved and applied for a PWLB loan of £500,000 pounds for roof repairs which is part of the Community centre alterations.

NO MOTION CARRIED

The meeting closed at 21:36

Approved.....

Date.....
HPC Full Council Mins 4th August 2020

CLERK'S REPORT FOR COUNCIL MEETING 08.09.20

<u>ITEM</u>	<u>COMMENTS</u>
Community Centre	Next Meeting 13 th September 10am Via Zoom
Car Park – Community Centre	No current updates
Parish Council Offices Diamond Jubilee Lodge	Air conditioning has now been fully installed and has already made a difference to the working environment of the office.
Recreation Ground	<p>A further grant of £1000 from Football Foundation has been applied for to purchase a set of goals to facilitate the teams playing at the recreation ground this coming season on 11v11 youth pitch. This has been granted and goals purchased. Total spent on 2 sets just under £800 (budgeted £1000 for 1 set)</p> <p>The porta cabin belonging to Hellesdon Football Club has now been removed from site, however we are still waiting for the services to be capped, email has been sent to chairman of club 1/09/20</p> <p>Following on from August FC meeting as requested PC Weeks confirmed by email discussion had regarding the closing of the gates.</p>
Meadow Way	<p>During w/c 24th August there was a large amount of anti-social behaviour on the Meadow Way park. This led to a lengthy chat on Social media amongst residents and a number of calls to the office. Following on from advice from local constabulary, they suggested that this park is closed each evening to discourage the anti-social behaviour. Suggested times for the park to be open and closed 9am to 5pm Monday to Saturday 9am to 4pm Sunday (with a change to the closing time to coincide with the clocks). COUNCIL TO AGREE TO RECOMMENDATION</p>
Skate Park & MUGA	No Updates
Mountfield Park	No Updates
Cottinghams Park	Increase in litter on the site which has led to a number of complaints from residents, the issue has been addressed in the Just Hellesdon
Allotments	Discussed via email of PA&A committee. The plots have been offered FOC to new holders until the end of the allotment year (30 th September 2020) This was done as part of the National Allotment week. No enquires have been made.
Community Orchard	No Update
Cemetery Car Park	Nothing to report
Persimmons Homes	No Updates
Public Toilets	There are currently no baby changing units in either of the outside toilets, we now have a group of parents meeting weekly at the recreation ground, and

	the play facilities are being used on a more regular basis. A changing unit can be purchased at a cost £250.00 COUNCIL TO AGREE RECOMMENDATION
Litter & Dog Waste Bins	An additional green bin has been placed at the top of the recreation ground near to the nature area.
Bus Shelters	No updates
Benches	AGENDA ITEM 9
War Memorial	No Update
Highway Rangers	Nothing to report
Highway Verges	No Update
Staffing	AGENDA ITEM 18
Mobile Phones	No further update.
Street Lighting	No further update
Meeting Dates	Community Centre Meeting Planned for Monday 14 th September 10am Via Zoom. PP&R 10 th September 6:30pm via Zoom Staffing 8:30pm Via Zoom Note: Following guidelines all meetings where possible to be held via Zoom

Items for Parish Council to consider/note –

- a) **Meadow Way Play area Closing of the gates, council to agree recommendation**
- b) **Purchase Changing unit cost £25, council to agree recommendation**

Hellesdon Parish Council Current Year

Bank - Cash and Investment Reconciliation as at 31 July 2020

<u>Confirmed Bank & Investment Balances</u>		
<u>Bank Statement Balances</u>		
31/07/2020	Active Saver 4401	348,629.17
31/07/2020	Business Current Account 2077	500.00
31/07/2020	Petty Cash	81.20
30/06/2020	Active Saver 7702	337,426.60
27/07/2020	Active Saver 4503	81,346.07
		767,983.04
 <u>Other Cash & Bank Balances</u>		
		80.00
		<hr/> 768,063.04
 <u>Unpresented Payments</u>		
		231.08
		<hr/> 767,831.96
 <u>Receipts not on Bank Statement</u>		
		0.00
		<hr/> 767,831.96
 Closing Balance		
<u>All Cash & Bank Accounts</u>		
1	Current Bank Account	348,898.09
2	Petty Cash	81.20
3	Active Saver 7702	337,426.60
4	Active Saver Emergency 4503	81,346.07
	Other Cash & Bank Balances	80.00
	Total Cash & Bank Balances	<hr/> 767,831.96

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR Play Equipment	6,060.33	-6,060.33	0.00
321 EMR Site Fencing	257.40		257.40
322 EMR Machinery	16,400.00	-6,000.00	10,400.00
323 EMR Hard Surface Area	14,000.00		14,000.00
324 EMR Premises/Furnishing	1,900.00		1,900.00
325 EMR CCTV	4,573.00		4,573.00
326 EMR Elections	5,945.22	-3,041.52	2,903.70
327 EMR War Memorial	4,380.00		4,380.00
328 EMR Burial Ground Land	17,000.00		17,000.00
329 EMR Com Centre Contingency	15,739.68		15,739.68
330 EMR Parish Poll Provision	6,000.00		6,000.00
331 EMR Mountfield Park	43,371.99		43,371.99
332 EMR Good Causes in Hellesdon	12,870.00		12,870.00
333 EMR Interest on Prev 9m Depos	0.00		0.00
334 EMR HEL2**	55,315.14		55,315.14
335 EMR Car Park/Paths at HCC	0.00		0.00
336 EMR Car Park Soakaway	0.00		0.00
337 EMR Driveway Sinkage	500.00		500.00
338 EMR Grit bins	1,500.00		1,500.00
339 EMR Outreach provision	0.00		0.00
340 EMR PF Ownership signs	2,500.00		2,500.00
341 EMR Precept Shortfall	13,190.00		13,190.00
342 EMR Staff contingency payments	10,000.00		10,000.00
343 EMR Privet Hedge Driveway	500.00		500.00
344 EMR Equipment & Storafe	0.00		0.00
345 EMR Bus shelter	-3,354.00		-3,354.00
346 Green Grid	5,340.00		5,340.00
347 Land Acquisition account	69,752.17		69,752.17
348 Community Engagement Reserve	2,350.00		2,350.00
349 IT Reserve	5,141.00		5,141.00
	311,231.93	-15,101.85	296,130.08

Date	Payee	Expenditure type	Amount
01/07/2020	Broadland District Council	business rates stores	£147.00
01/07/2020	Broadland District Council	business rates community centre	£1,010.00
01/07/2020	Broadland District Council	business rates grds shed	£314.00
01/07/2020	Screw fix	kitchen taps office	£22.80
01/07/2020	Vodafone Ltd	mobile phones 16 Jun - 15 Jul	£155.60
03/07/2020	Entanet International Ltd	broadband 23 Jun - 22 Jul	£54.30
06/07/2020	Beaumont Solutions Ltd	IRIS HR Jul	£48.00
06/07/2020	Osiris Technologies	IT support & cloud back up Jun	£224.28
06/07/2020	Nisbets Catering Equipment	covid 19 posters & floor signs	£43.70
06/07/2020	Pure Resourcing Solutions Ltd	admin agency staff w/e 28 Jun	£772.20
06/07/2020	Milne Marketing Ltd	sacks & disposable aprons	£84.07
06/07/2020	Barclays Bank Plc	commission 13 May - 14 Jun	£10.94
06/07/2020	Lawrence Gas & Catering	repairs & part dishwasher	£202.26
06/07/2020	Mayday Office Equipment	p/copies 28 Apr - 29 Jun	£216.12
06/07/2020	G & G Fencing Ltd	supp concrete & erect noticeboards	£576.00
08/07/2020	UK Fuels Ltd	fuel June Jet card	£159.46
13/07/2020	Squareup	commission 10 Jul	£0.18
14/07/2020	Anglian Water Business (Nation	allotments water 16 Mar - 11 May	£54.49
17/07/2020	Broadland District Council	Recharge Parish election 2 May 2019	£3,041.52
17/07/2020	The Garden Guardian	grass cutting verge 2020	£1,863.09
17/07/2020	Taverham Nursery Centre	pressure sprayer	£60.33
17/07/2020	Ben Burgess Groundscare	Swingtrim hedgecutter	£7,200.00
17/07/2020	M J Tree Services Ltd	tree works Cottingham Park/Reep Road	£4,422.00
17/07/2020	Creative Lincs Ltd	PC Banner & posters	£213.00
17/07/2020	Realise Futures CIC	moorland bench	£723.96
17/07/2020	UK Office Direct	ink cartridge	£92.82
17/07/2020	Nisbets Catering Equipment	disposable white aprons	£7.19
17/07/2020	Collier Turf Care Ltd	rose & plant fertilisers	£147.72
17/07/2020	Pure Resourcing Solutions Ltd	admin agency staff w/e 5 Jul	£772.20
17/07/2020	Pure Resourcing Solutions Ltd	Admin agency staff w/e 12 Jul	£772.20
17/07/2020	Casual hire refund	Hire ML refund	£144.00
17/07/2020	Entanet International Ltd	phone rental Jul	£15.00

17/07/2020	Huws Gray Ridgeons	posts for litter bins	£22.14
17/07/2020	mha Larking Gowen	internal audit y/e 31 Mar 2020	£360.00
20/07/2020	Payroll Jul	Net salaries/wages	£12,605.78
24/07/2020	Siemens Financial Services Ltd	lease p/copier 16 Aug - 15 Nov	£356.40
24/07/2020	Play Safety Ltd	annual inspection	£292.80
24/07/2020	Pure Resourcing Solutions Ltd	Admin agency W/e 19 Jul	£617.76
24/07/2020	Dazzle Cleaning	window cleaning HCC Jul	£75.00
24/07/2020	Rialtas Business Solutions Ltd	assets inventory software	£636.00
24/07/2020	Casual hire refund	Hire ML & SW refund	£600.00
24/07/2020	Casual hire refund	Hire ML damage deposit	£100.00
24/07/2020	Casual hire refund	Hire SWB refund	£110.00
24/07/2020	Total Gas & Power	electricity HCC Apr - Jun	£1,213.54
24/07/2020	Total Gas & Power	electricity DJL Apr - Jun	£441.95
27/07/2020	Just Regional Publishing	advert Just Helleston Jul	£714.00
27/07/2020	The Society of Local Council C	full membership clerk	£227.00
27/07/2020	Casual hire refund	Hire refund	£216.00
27/07/2020	Viking Direct	warning tape	£9.59
27/07/2020	UK Fuels Ltd	Jet card diesel Jul 2020	£131.08
27/07/2020	Total Gas & Power	Jun gas HCC	£126.87
27/07/2020	BNP Paribas Leasing Solutions	HP repayment Wessex mower	£278.00
27/07/2020	Broadland District Council	business rates office	£624.00
27/07/2020	Norfolk Pension Fund	Jul contributions	£3,239.55
27/07/2020	HM Revenue & Customs	PAYE Jul	£3,782.66
28/07/2020	Hitachi Capital Finance	lease tractor/hedge cutter	£540.00
28/07/2020	Total Gas & Power	electricity allotments Jun	£12.85
30/07/2020	Vodafone Ltd	mobile phones 16 Jul - 15 Aug	£155.60
31/07/2020	Casual hire refund	refund booking hire	£36.00
31/07/2020	Pure Resourcing Solutions Ltd	agency admin w/e 26 Jul	£772.20
31/07/2020	Milne Marketing Ltd	microtech cleaning materials	£537.95
31/07/2020	Beaumont Solutions Ltd	IRIS HR Aug	£48.00
31/07/2020	Rialtas Business Solutions Ltd	upgrade allotment licence 5	£830.40
Total			£53,283.55

Date	Description	Amount
06/07/2020	Community hire	£13.50
06/07/2020	tennis court hire	£21.00
06/07/2020	tennis court hire	£7.00
06/07/2020	Allotments	£10.30
06/07/2020	commercial hire	£45.00
06/07/2020	bank interest	£0.67
10/07/2020	Allotments	£10.30
10/07/2020	Netball Casual Hire	£16.00
13/07/2020	tennis court hire	£7.00
21/07/2020	Allotments	£6.80
21/07/2020	Feed in tarrif (solar panels)	£51.70
27/07/2020	Netball Casual Hire	£16.00
30/07/2020	Vat refund	£7,682.94
31/07/2020	Football training	£20.00
Total		£7,908.21

15:10

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Community Centre								
1260 Hire Facilities Sundries	60	60	0	(60)			0.0%	
1400 Community Centre Income	0	0	65,600	65,600			0.0%	
1410 Community Centre Inc ML Room	(402)	(402)	0	402			0.0%	
1415 Community Centre Inc SW Room	(200)	(200)	0	200			0.0%	
1435 Community Centre Inc SWB Room	(110)	(77)	0	77			0.0%	
Community Centre :- Income	(652)	(619)	65,600	66,219			(0.9%)	0
4150 Utilities	1,916	5,477	19,305	13,828		13,828	28.4%	
4195 Keys/Locks	0	0	100	100		100	0.0%	
4250 Sanitary Waste Disposal	2,138	2,138	2,100	(38)		(38)	101.8%	
4295 Equipment - New/Replacement	0	645	1,000	355		355	64.5%	
4300 Equipment-Repair/Maintenance	0	239	620	381		381	38.5%	
4416 Water dispenser	0	63	375	312		312	16.9%	
4435 Contingencies	36	36	2,300	2,264		2,264	1.6%	
4450 Inspections	0	0	500	500		500	0.0%	
4480 Memberships & Subscriptions	0	1,311	1,600	289		289	81.9%	
4560 Property Maintain/Replacement	108	904	15,420	14,516		14,516	5.9%	
4630 Consumables	0	50	500	450		450	10.0%	
4635 cleaning agents/materials	411	769	1,650	881		881	46.6%	
4645 Rolling maintenance programme	0	0	1,000	1,000		1,000	0.0%	
Community Centre :- Indirect Expenditure	4,609	11,632	46,470	34,838	0	34,838	25.0%	0
Net Income over Expenditure	(5,261)	(12,251)	19,130	31,381				
110 Administration								
1076 Precept	0	242,258	0	(242,258)			0.0%	
1085 Grants received	0	1,000	0	(1,000)			0.0%	
1099 Community Infrastructure	0	3,096	0	(3,096)			0.0%	
Administration :- Income	0	246,354	0	(246,354)				0
4465 External Audit	0	0	1,300	1,300		1,300	0.0%	
4470 Internal Audit	0	1,190	2,370	1,180		1,180	50.2%	
4475 Legal Fees	0	500	5,500	5,000		5,000	9.1%	
4480 Memberships & Subscriptions	0	1,105	1,500	395		395	73.6%	
4550 Insurance	0	9,397	9,227	(169)		(169)	101.8%	
Administration :- Indirect Expenditure	0	12,192	19,897	7,706	0	7,706	61.3%	0
Net Income over Expenditure	0	234,163	(19,897)	(254,060)				

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
120 Staff								
4000 Admin Staff	4,154	16,774	99,923	83,149		83,149	16.8%	
4010 Groundstaff	4,020	16,034	62,705	46,671		46,671	25.6%	
4020 Care Takers	4,432	17,543	82,373	64,831		64,831	21.3%	
4040 PAYE	2,584	10,456	0	(10,456)		(10,456)	0.0%	
4045 Pension Scheme	3,240	12,979	41,353	28,373		28,373	31.4%	
4055 Staff training	70	793	5,100	4,307		4,307	15.5%	
4070 Profess Fees/Agency Personnel	2,445	13,222	13,450	228		228	98.3%	
4080 Employer NI	1,198	4,810	17,857	13,047		13,047	26.9%	
4090 Protective clothing/workwear	52	416	3,050	2,634		2,634	13.6%	
Staff :- Indirect Expenditure	22,195	93,026	325,811	232,785	0	232,785	28.6%	0
Net Expenditure	(22,195)	(93,026)	(325,811)	(232,785)				
130 Council Office								
1260 Hire Facilities Sundries	0	(0)	0	0			0.0%	
1360 Electricity FIT	0	210	550	340			38.1%	
Council Office :- Income	0	210	550	340			38.1%	0
4112 Advertising	0	0	200	200		200	0.0%	
4150 Utilities	1,271	3,552	10,500	6,948		6,948	33.8%	
4195 Keys/Locks	0	0	50	50		50	0.0%	
4250 Sanitary Waste Disposal	47	47	150	103		103	31.2%	
4295 Equipment - New/Replacement	0	5	150	145		145	3.7%	
4305 Parts- Repair/Replace/Spare	0	0	100	100		100	0.0%	
4400 Chairman's Budget	0	10	1,500	1,490		1,490	0.7%	
4405 Expense/Mileage Members	0	0	100	100		100	0.0%	
4410 Expense/Mileage Staff	0	57	100	43		43	56.7%	
4415 Catering for Meeting	15	73	380	307		307	19.3%	
4420 Telephone and Broadband	187	981	2,860	1,879		1,879	34.3%	
4425 IT Support and Maintenance	187	643	2,500	1,857		1,857	25.7%	
4430 Photocopier	297	1,027	3,350	2,323		2,323	30.7%	
4435 Contingencies	0	0	500	500		500	0.0%	
4440 Stationery	77	232	500	268		268	46.4%	
4445 Postage	2	4	300	296		296	1.4%	
4480 Memberships & Subscriptions	0	0	260	260		260	0.0%	
4485 Other Licences/Fees	540	2,677	3,400	723		723	78.7%	
4500 PWLB	0	8,945	43,826	34,881		34,881	20.4%	
4560 Property Maintain/Replacement	15	383	2,500	2,117		2,117	15.3%	
4570 Church Grass Cutting Contribut	0	0	750	750		750	0.0%	
4630 Consumables	0	13	100	87		87	13.0%	

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4635 cleaning agents/materials	0	0	30	30		30	0.0%	
Council Office :- Indirect Expenditure	<u>2,639</u>	<u>18,649</u>	<u>74,106</u>	<u>55,457</u>	<u>0</u>	<u>55,457</u>	<u>25.2%</u>	<u>0</u>
Net Income over Expenditure	<u>(2,639)</u>	<u>(18,439)</u>	<u>(73,556)</u>	<u>(55,117)</u>				
150 Investment								
1080 Bank Interest Received	0	0	475	475			0.0%	
1090 Monthly Loyalty Rewards	1	13	125	112			10.4%	
Investment :- Income	<u>1</u>	<u>13</u>	<u>600</u>	<u>587</u>			<u>2.2%</u>	<u>0</u>
4060 Bank Charges	11	111	0	(111)		(111)	0.0%	
Investment :- Indirect Expenditure	<u>11</u>	<u>111</u>	<u>0</u>	<u>(111)</u>	<u>0</u>	<u>(111)</u>		<u>0</u>
Net Income over Expenditure	<u>(10)</u>	<u>(98)</u>	<u>600</u>	<u>698</u>				
160 Planning								
4130 Hire of Rooms	0	0	300	300		300	0.0%	
Planning :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>300</u>	<u>300</u>	<u>0</u>	<u>300</u>		<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(300)</u>	<u>(300)</u>				
170 Health and Safety								
4135 Consultancy Fees	0	0	500	500		500	0.0%	
4140 Defibrillator	0	0	300	300		300	0.0%	
4295 Equipment - New/Replacement	0	0	150	150		150	0.0%	
4630 Consumables	8	8	50	42		42	16.0%	
Health and Safety :- Indirect Expenditure	<u>8</u>	<u>8</u>	<u>1,000</u>	<u>992</u>	<u>0</u>	<u>992</u>	<u>0.8%</u>	<u>0</u>
Net Expenditure	<u>(8)</u>	<u>(8)</u>	<u>(1,000)</u>	<u>(992)</u>				
180 Media and Communications								
4100 Parish Council Promotion	0	0	1,500	1,500		1,500	0.0%	
4105 Newsletter-Printing/Distributi	595	595	5,000	4,405		4,405	11.9%	
4110 Website and Emails	0	217	1,000	784		784	21.6%	
4155 IT Reserve	0	0	2,000	2,000		2,000	0.0%	
4460 CCTV	0	490	1,450	960		960	33.8%	
4685 Noticeboards	0	4,560	5,000	440		440	91.2%	
Media and Communications :- Indirect Expenditure	<u>595</u>	<u>5,862</u>	<u>15,950</u>	<u>10,088</u>	<u>0</u>	<u>10,088</u>	<u>36.8%</u>	<u>0</u>
Net Expenditure	<u>(595)</u>	<u>(5,862)</u>	<u>(15,950)</u>	<u>(10,088)</u>				

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
190 Stores								
4150 Utilities	147	590	1,480	890		890	39.9%	
4195 Keys/Locks	0	0	10	10		10	0.0%	
Stores :- Indirect Expenditure	147	590	1,490	900	0	900	39.6%	0
Net Expenditure	(147)	(590)	(1,490)	(900)				
195 Tractor Shed								
4150 Utilities	314	1,260	3,163	1,903		1,903	39.8%	
4195 Keys/Locks	0	0	30	30		30	0.0%	
4560 Property Maintain/Replacement	0	83	101	18		18	82.2%	
Tractor Shed :- Indirect Expenditure	314	1,343	3,294	1,951	0	1,951	40.8%	0
Net Expenditure	(314)	(1,343)	(3,294)	(1,951)				
200 Residents' Parties								
4115 Consumable- Food/Beverage	0	0	1,000	1,000		1,000	0.0%	
4120 Over 65 Entertainment	0	0	500	500		500	0.0%	
4630 Consumables	0	0	200	200		200	0.0%	
Residents' Parties :- Indirect Expenditure	0	0	1,700	1,700	0	1,700	0.0%	0
Net Expenditure	0	0	(1,700)	(1,700)				
205 Events								
4630 Consumables	0	0	2,000	2,000		2,000	0.0%	
Events :- Indirect Expenditure	0	0	2,000	2,000	0	2,000	0.0%	0
Net Expenditure	0	0	(2,000)	(2,000)				
210 Grounds								
1200 Football Hire Charges	0	0	3,015	3,015			0.0%	
1210 Football Training Area Hire	155	385	210	(175)			183.3%	
1215 Grass cutting agreement	0	13,057	0	(13,057)			0.0%	
1250 Miscellaneous Activity Hire	0	975	0	(975)			0.0%	
1270 Floodlights Income	0	356	255	(101)			139.5%	
Grounds :- Income	155	14,772	3,480	(11,292)			424.5%	0
4160 Repairs/Maintenance	0	0	3,500	3,500		3,500	0.0%	
4195 Keys/Locks	0	0	100	100		100	0.0%	
4205 Replacement Bins	(43)	231	1,000	769		769	23.1%	
4210 Emptying Bins/Fresheners	0	0	3,450	3,450		3,450	0.0%	

15:10

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4215 Seats - Repair/Replacement	603	603	1,000	397		397	60.3%	
4220 Signage - New/Replacement	0	0	275	275		275	0.0%	
4225 Floodlights Maintenance/Repair	0	0	1,000	1,000		1,000	0.0%	
4245 Highway grass verge cutting	1,553	4,658	0	(4,658)		(4,658)	0.0%	
4255 Green Waste Removal	0	220	2,360	2,140		2,140	9.3%	
4270 Fertilisers/Weed & Moss Killer	47	502	3,844	3,342		3,342	13.1%	
4295 Equipment - New/Replacement	0	0	400	400		400	0.0%	
4320 Small tools	0	99	300	201		201	32.8%	
4390 Materials	0	0	4,000	4,000		4,000	0.0%	
4480 Memberships & Subscriptions	0	0	200	200		200	0.0%	
4630 Consumables	0	23	100	77		77	22.6%	
Grounds :- Indirect Expenditure	2,160	6,335	21,529	15,193	0	15,193	29.4%	0
Net Income over Expenditure	(2,005)	8,437	(18,049)	(26,485)				
<u>220 Machinery and Vehicles</u>								
4265 Fuel	109	350	1,450	1,100		1,100	24.1%	
4290 Servicing	0	1,436	4,500	3,064		3,064	31.9%	
4310 Hire of Machinery	675	2,699	8,097	5,398		5,398	33.3%	
4435 Contingencies	0	285	3,270	2,985		2,985	8.7%	
4680 Depreciation	0	0	2,200	2,200		2,200	0.0%	
Machinery and Vehicles :- Indirect Expenditure	784	4,771	19,517	14,746	0	14,746	24.4%	0
Net Expenditure	(784)	(4,771)	(19,517)	(14,746)				
<u>230 Trees</u>								
4240 Emergency Work	0	0	1,500	1,500		1,500	0.0%	
4450 Inspections	0	0	1,500	1,500		1,500	0.0%	
4455 Work following Inspections	3,685	3,685	9,500	5,815		5,815	38.8%	
Trees :- Indirect Expenditure	3,685	3,685	12,500	8,815	0	8,815	29.5%	0
Net Expenditure	(3,685)	(3,685)	(12,500)	(8,815)				
<u>240 Allotments</u>								
1100 Allotment Income	23	200	2,750	2,550			7.3%	
1110 Water Charge	0	0	500	500			0.0%	
Allotments :- Income	23	200	3,250	3,050			6.2%	0
4145 Landowner Rent	0	919	1,900	981		981	48.4%	
4150 Utilities	12	35	1,700	1,665		1,665	2.1%	
4175 Best Kept Allotm. Competition	0	0	100	100		100	0.0%	

Continued over page

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4195 Keys/Locks	0	0	30	30		30	0.0%	
4390 Materials	0	0	429	429		429	0.0%	
4560 Property Maintain/Replacement	0	0	100	100		100	0.0%	
Allotments :- Indirect Expenditure	12	954	4,259	3,305	0	3,305	22.4%	0
Net Income over Expenditure	11	(754)	(1,009)	(255)				
250 Play Areas								
4295 Equipment - New/Replacement	14	17,637	0	(17,637)		(17,637)	0.0%	
4300 Equipment-Repair/Maintenance	263	263	5,750	5,487		5,487	4.6%	
4450 Inspections	244	244	273	29		29	89.4%	
Play Areas :- Indirect Expenditure	521	18,145	6,023	(12,122)	0	(12,122)	301.3%	0
Net Expenditure	(521)	(18,145)	(6,023)	12,122				
6000 plus Transfer from EMR	0	6,060						
Movement to/(from) Gen Reserve	(521)	(12,084)						
255 Hard Courts and Car Park								
1220 Tennis Hire Charges	227	227	275	48			82.7%	
1230 Netball Hire Charges	27	(715)	750	1,465			(95.3%)	
Hard Courts and Car Park :- Income	254	(487)	1,025	1,512			(47.5%)	0
4340 Surface - Repair	0	0	500	500		500	0.0%	
4345 Surface Clean Chemicals	0	0	159	159		159	0.0%	
4390 Materials	0	0	452	452		452	0.0%	
4560 Property Maintain/Replacement	0	0	400	400		400	0.0%	
Hard Courts and Car Park :- Indirect Expenditure	0	0	1,511	1,511	0	1,511	0.0%	0
Net Income over Expenditure	254	(487)	(486)	1				
260 Bowling Green								
1240 Bowls Hire Charges	0	0	1,800	1,800			0.0%	
Bowling Green :- Income	0	0	1,800	1,800			0.0%	0
4330 Repair Wooden Shuttering	0	0	250	250		250	0.0%	
4390 Materials	76	334	1,550	1,216		1,216	21.6%	
Bowling Green :- Indirect Expenditure	76	334	1,800	1,466	0	1,466	18.6%	0
Net Income over Expenditure	(76)	(334)	0	334				

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>265 Memorials</u>								
4360 Rose Renewal	0	0	25	25		25	0.0%	
4575 War Memorial	0	0	620	620		620	0.0%	
Memorials :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>645</u>	<u>645</u>	<u>0</u>	<u>645</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(645)</u>	<u>(645)</u>				
<u>270 Traffic Highways/Environment</u>								
4645 Rolling maintenance programme	0	0	100	100		100	0.0%	
4650 SAM2 Weekly Move	75	300	920	620		620	32.6%	
Traffic Highways/Environment :- Indirect Expenditure	<u>75</u>	<u>300</u>	<u>1,020</u>	<u>720</u>	<u>0</u>	<u>720</u>	<u>29.4%</u>	<u>0</u>
Net Expenditure	<u>(75)</u>	<u>(300)</u>	<u>(1,020)</u>	<u>(720)</u>				
Grand Totals:- Income	(219)	260,444	76,305	(184,139)			341.3%	
Expenditure	37,833	177,937	560,822	382,885	0	382,885	31.7%	
Net Income over Expenditure	<u>(38,052)</u>	<u>82,507</u>	<u>(484,517)</u>	<u>(567,024)</u>				
plus Transfer from EMR	0	6,060						
Movement to/(from) Gen Reserve	<u>(38,052)</u>	<u>88,567</u>						

Subject: SAM 2 Speed Sign

Author: Natasha Carver

Date: 1st September 2020

Following last month's meeting, Wescotec have been contacted regarding the invoices that have been paid for the moving of the SAM 2 units during April to July 2020. These are being looked into.

Cllr Britcher had asked for a rota for the moving of the units, this has been produced up to end 2020. (Attached).

Data received can be sent out by the office and circulated each month to the councillors, and police speed watch team, giving information on

Total no. of vehicles daily and for set period the unit is in place

Max Speed

Average Speed

Council to agree how they would like data to be received

SAM 2 Rota

Hellesdon Parish Council

SAM 2 Sign Rolling Rota
 August 10th August September 7th September October 5th October November 2nd October December 7th December

Middletons Lane

Outside No74 on lamp post No32 - Facing West
 Opposite No46 on lamp post No37 - Facing East
 Opposite No118 on lamp post No20 - Facing East
 Outside No113 on lamp post No18 - Facing West

1
2
3
4

Reepham Road

Outside Police premises on new lamp post - Facing South
 Outside No257 on Lamp Post No43 - Facing North

1
2

Mountfield Avenue

Opposite Sutherland Ave on lamp post - Facing East

1

1

Hercules Road

Outside No105 on Lamp Post - Facing North
 Outside No100 on Lamp Post 9 - Facing South

3
4

Woodland Road

Outside No57 on Lamp Post No6 - Facing toward Middletons Lane
 Outside No57 on Lamp Post No6 - Facing away from Middletons Lane

1
2

Low Road

Outside Drive of No29 & 31 on Lamp Post No:1620 - Facing East

2

2

Drayton Wood Road

Outside No51 on Lamp Post No7 - Facing West
 Outside No71 on Lamp Post No10 - Facing East (Hedge Trim req'd)

3
4

3
4

SAM 2 Sign Rolling Rota

Middletons Lane

Outside No74 on lamp post No32 - Facing West
 Opposite No46 on lamp post No37 - Facing East
 Opposite No118 on lamp post No20 - Facing East
 Outside No113 on lamp post No18 - Facing West

January 4th	February 1st	March 1st	April 5th	May 3rd	June 7th	July 5th	August 2nd	September 6th	October 4th	November 1st	December 6th
	1 2 3 4	1 2 3 4	1 2 3 4			1 2 3 4	1 2 3 4			1 2 3 4	

Reepham Road

Outside Police premises on new lamp post - Facing South
 Outside No257 on Lamp Post No43 - Facing North

1 2	1 2				1 2	1 2			1 2		
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Mountfield Avenue

Opposite Sutherland Ave on lamp post - Facing East

		1					1				1
--	--	---	--	--	--	--	---	--	--	--	---

Hercules Road

Outside No105 on Lamp Post - Facing North
 Outside No100 on Lamp Post 9 - Facing South

3 4	3 4				3 4	3 4			3 4	3 4	
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Woodland Road

Outside No57 on Lamp Post No6 - Facing toward Middletons Lane
 Outside No57 on Lamp Post No6 - Facing away from Middletons Lane

1 2	1 2			1 2	1 2			1 2	1 2		
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Low Road

Outside Drive of No29 & 31 on Lamp Post No:1620 - Facing East

				2			2				2
--	--	--	--	---	--	--	---	--	--	--	---

Drayton Wood Road

Outside No51 on Lamp Post No7 - Facing West
 Outside No71 on Lamp Post No10 - Facing East (Hedge Trim req'd)

3 4	3 4		3 4	3 4	3 4		3 4	3 4	3 4	3 4	3 4
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Subject: Policy Review

Author: Natasha Carver

Date: 1st September 2020

The following policies have been reviewed with no amendments to be made.

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

Council to approve policies with next review date September 2022 unless changes need to be made before date.

**Policies are all available on website to view or can be emailed over/hard copy sent out if requested*

Subject: NHS and Keyworker Tribute Bench

Author: Natasha Carver

Date: 1st September 2020



Many of the Parish and Town Councils have looked to pay tribute to the NHS and keyworkers.

Currently at the top of Middletons Lane at the junction with the traffic lights, there is an area suitable for a Bench to be placed in ideal location opposite Hellesdon Hospital.



Above is a picture of the proposed bench which will include a personalised plaque. Norfolk county have agreed the location and to install a concrete pad to include an area next to the bench suitable for wheel chairs. The associated cost for this is £500. The quotation for the bench is below total £1250. Total amount for whole project £1750.

Current balance of £12870.00 in EMR 332 Good Causes for Hellesdon

COUNCIL TO AGREE

1. To agree purchase bench
2. To agree which cost centre to allocate payments from
3. To agree wording for Plaque

QUOTATION

Natasha Carver
Hellesdon Parish Council
Diamond Jubilee Lodge
Wood View Road
Hellesdon
Norwich
NR6 5QB

Quotation Date 14/08/20

Hi Natasha
Supply only

NHS Bench 6ft Total price with delivery and brass plaque

Wording of your choice £1250.00

This includes shot blasting and powder coating

Delivery is included in the price and will be approximately 4 weeks.

The price is total cost I am not VAT registered.

QUOTATION ARE VALID FOR 28 DAYS DUE TO STEEL PRICES.

Kind regards

HP HC HELLESDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood view Road, Hellesdon, Norwich, NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: clerk@hellesdon-pc.gov.uk

Responses of the Planning Committee for Agenda dated
4th August 2020

Committee members commenting:

Cllr Britton
Cllr Fulcher
Cllr Bush-Trivett

Public Comments received and acknowledged by

None received

Response sent to Broadland District and Norwich City Council by:

Mrs. N Carver – Clerk

Planning Applications for Consideration

20201320 6 Alston Road, Norwich, NR6 5DS Change of use from B1 Industrial Unit to D2 Assembly and Leisure for use as self-defence training facility.	No Objection
20/00802/F North Side Of Hellesdon Hall Road Norwich Development of the site for storage of operational vehicles, including resurfacing, parking, guard hut, welfare block, landscaping, access alterations, and associated development and infrastructure.	No Objection, but condition imposed requiring all commercial vehicles to enter the site from Sweet Briar Road and a requirement for all vehicles leaving the application site to turn left and exit via Sweet Briar Road .
20201379 110 Neylond Crescent, NR6 5QE Single storey rear extension	No Objection
20201385 67 Cromer Road, NR6 6XW Remove existing rear conservatory. New single storey rear extension with flat roof.	No Objection

Date of next Agenda

11th August 2020 will be discussed by the committee and comments made by 18th August 2020.

HPC HELLEDON PARISH COUNCIL

The Council Office, Diamond Jubilee Lodge, Wood view Road, Hellesdon, Norwich, NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: clerk@hellesdon-pc.gov.uk

Responses of the Planning Committee for Agenda dated
18th August 2020

Committee members commenting:

Cllr Britton
Cllr Fulcher
Cllr Franklin

Public Comments received and acknowledged by

None received

Response sent to Broadland District and Norwich City Council by:

Mrs. N Carver – Clerk

Planning Applications for Consideration

20201360 65 Holt Road, Hellesdon, Norwich, NR6 6UA Erection of front wall 6ft high then dropping lower once level with garage to 3.6ft with iron railings.	No Objection
20201464 40 Dennis Road, NR6 6UB Flat roof extension to the rear.	No Objection
20201387 47 Meredith Road, NR6 6PF Single storey rear extension.	No Objection

Date of next Agenda

25th August 2020 will be discussed by the committee and comments made by 1st September 2020.

The Council Office, Diamond Jubilee Lodge, Wood view Road, Hellesdon, Norwich, NR6 5QB
Tel: 01603 301751 www.hellesdon-pc.gov.uk email: clerk@hellesdon-pc.gov.uk

Responses of the Planning Committee for
1st September 2020

Committee members commenting:

Cllr Britton
Cllr Fulcher
Cllr Franklin

Public Comments received and acknowledged by

None received

Response sent to Broadland District and Norwich City Council by:

Mrs. N Carver – Clerk

Planning Applications for Consideration

20201506 120 Woodland Road, NR6 5RQ Two storey & single storey side extensions	Object The development will result in a significant increase in accommodation with a loss of on-site parking. This will result in on street parking with effects on both traffic flow and road safety.
20201537 199 Reepham Road, NR6 5QA Single storey extension and first floor extension.	Object The development represents an over development of the site which would be detrimental to the amenities of adjoining residential occupiers. There would also be insufficient on-site parking leading to vehicles parking in the highway which would have an adverse effect on both traffic flow and road safety

Date of next Agenda

08th September 2020 will be discussed by the committee and comments made by 15th September 2020.

