

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](mailto:clerk@hellesdon-pc.gov.uk)  
Parish Clerk: Natasha Carver

**Minutes of Hellesdon Community Centre Committee meeting held on  
Monday 1<sup>st</sup> February 2021 at 6:30pm Via Zoom**

Meeting 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.

**Present**

Cllr Johnson (Chair of committee)  
Cllr. S. Gurney  
Cllr D Fahy  
Cllr U Franklin (Joined at the end of the meeting 19:20)  
Also In Attendance:  
Natasha Carver (Parish Clerk)

**Welcome**

The Chairman welcomed and thanked all those in attendance and opened the meeting at 6:30pm

**1. Apologies and acceptance for absence**

No apologies received.

**2. Declarations of Interest and Dispensations**

None received.

**3. Approval of minutes of meeting dated 14<sup>th</sup> December 2020.**

The minutes of the committee meeting held via Zoom dated 14<sup>th</sup> December 2020, were previously circulated and were

**RESOLVED TO ACCEPT**

**4. Public Participation** (as permitted by Standing Order 3.d & 5.k. xiii)

No public present

**5. 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, Agreed by all.**

**6. Community Centre Updates**

a) The clerk gave a verbal update on the current finances for the Community Centre. A third of the loss incurred has been received in grants from Broadland. The clerk recommended any underspend at the end of the financial year to go towards the redevelopment of the centre.

CONT. AGENDA ITEM 6

A report on VAT implications of the community centre was previously circulated with the committee members. After a discussion on the options and recommendations the following was proposed by Cllr Johnson and seconded by Cllr Fahy for recommendation to full council

1. THAT HELLEDON COMMUNITY CENTER OPT TO TAX, ENSURING ALL VAT INCURRED CAN BE RECOVERED.
2. THE CURRENT HIRE RATES CHARGED FOR THE COMMUNITY CENTER TO BE REDUCED BY 10% EXCLUDING VAT

It was

**RESOLVED TO TAKE THE PROPOSAL TO FEBRUARYS FULL COUNCIL**

- b) Prior to the meeting a report on the current property maintenance was circulated to all committee members. it is now apparent the condition of the roof is far more serious than initially thought. There is clear evidence of serious water ingress from the rusted roof, which is now tracking down interior walls in the rooms of the centre, which is noticeable in the main Marjory Lewis room. The water is also soaking into the tiles of the suspended ceilings, especially in the Sylvia Watling. The severity of this was only noted on Friday prior to the meeting of the Community Centre Committee, when the clerk carried out a full check of the building looking at areas previously highlighted to the committee needing attention. The members of the committee felt that we could not follow the consultation pathway as originally agreed as the situation had become more acute than previously anticipated and that action to resolve the leakages needed expedient action to salvage and protect the building.

After discussions and looking at the outcomes of a recent PP&R meeting, where MIke Marshall, project architect had been in attendance the following decision was proposed by Cllr Johnson and seconded by Cllr Fahy, this is to to take the following proposal as a matter of urgency to full council.

It was proposed to,

1. To instruct Mike Marshall to proceed to go out to tender as soon as possible on the construction of a tiled pitched roof to replace the existing agricultural roof of the Community Centre with urgency. Noted that planning permission has been sort and approved for a pitched roof.
2. To await the tenders in line with our own standing orders and appoint a contractor.
3. To continue with a public consultation regarding the services and activities residents of Hellesdon would like to see based at the Centre in the future, including improvement to facilities to bring them to modern standards, ensuing they are accessible by all.

It was

**RESOLVED TO TAKE THE PROPOSAL TO FEBRUARYS FULL COUNCIL**

- c) The clerk updated that the COVID restrictions currently in place has meant the centre remains closed, currently there is no guidance as to when these will be lifted.

**7. Exchange of Information**

No

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

It was confirmed the next meeting will be held on 8<sup>th</sup> March 2021 at 6:30pm via zoom

Meeting closed at 19:30