

The Council Office, Diamond Jubilee Lodge, Wood View Road, Hellesdon, Norwich, NR6 5QB  
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Parish Clerk: Natasha Carver

Minutes of the meeting of the Property, Policy & Resources Committee held on  
Monday 17<sup>th</sup> February 2020 at 6pm in  
The Council Chamber, Diamond Jubilee Lodge, Hellesdon

**Present:** Cllr S Gurney – Chair of the Committee  
Cllr D King  
Cllr B Johnson  
Cllr M Fulcher  
Cllr D Britcher  
N Carver – Clerk  
Mike Marshall – DJ Designs Ltd

The Chairman welcomed members and opened the meeting at 6pm.

**01 Apologies and Acceptance for Absence**

No Apologies received.

**02 Declarations of Interest and Requests for Dispensations**

No additional items noted.

**03 Approval of minutes of the committee meeting held on 20<sup>th</sup> January 2019**

Minutes had been circulated:

It was

**RESOLVED TO ADOPT THE MINUTES WHICH WERE THEN SIGNED BY THE CHAIRMAN OF THE MEETING**

**04. Community Centre**

Mike Marshall from DJ Designs gave a presentation on the progress for the community centre (Design Meeting 1).

A discussion was had on many aspects of the design. It was

**RESOLVED TO CONTINUE TO LOOK AT REPLACEMENT OF THE ROOF WITH A STEEL STRUCTURE.**

**TO LOOK AT THE COSTINGS FOR AN EXTENSION TO THE COMMUNITY CENTRE OF 200sq**

**Meters, FOR THIS TO HAVE A SEPARATE KITCHEN AND BAR FACILITY WITH BI FOLD DOORS TO THE SW ROOM.**

**TO LOOK AT REPLACEMENT WINDOWS FOR THE ML ROOM.**

**TO LOOK AT REPLACEMENT MAIN DOORS TO THE COMMUNITY CENTRE.**

**FOR THE BUILDING TO INCORPORATE SUSTAINABLY ENERGY, INCLUDING SOLAR PANELS.**

Approved.....

Date.....

It was proposed for M Marshall to seek 3 quotes to assess the existing structure and design of the community centre.

**RESOLVED TO APPROVE**

It was proposed for M Marshall to contact A Holmes to review the current electrical supply for the community centre.

**RESOLVED TO APPROVE**

Cllr Britcher asked for a copy of the asbestos report for the community centre, Cllr Gurney had seen this previously. The clerk will locate the report and have a copy sent over to all members and DJ Design.

Cllr Britcher asked for the clerk to look at staff training on asbestos and how to handle it.

- 05. 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.**
  
- 06. Exchange of Information**  
None
  
- 08. To confirm the date, time and venue of the next meeting**  
The clerk will confirm the next meeting date

The meeting closed at 07:50pm

Approved.....

Date.....