

## MEETING OF THE FULL COUNCIL

**Notice of meeting to be held on Tuesday 14<sup>th</sup> November 2023 at 7pm  
in The Council Chamber, Diamond Jubilee Lodge Wood View Road, Hellesdon.  
Councillors are summoned to attend for the purpose of transacting the following  
business.**

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.

If you have any symptoms of a respiratory infection, including Covid-19 please do not attend.

### AGENDA

#### Welcome by the Chairman

**1. Apologies and acceptance for absence**

To receive and accept valid apologies for absence as previously notified to the Parish Clerk.

**2. Declarations of Interest and Dispensations (1-3)**

To receive Members' Declarations of Interest in Agenda Items and to note the Granting of any Requests for dispensations.

**3. Minutes from Full Council meeting held 10<sup>th</sup> October 2023 (4-7)**

To agree the minutes of the meeting held on 10<sup>th</sup> October 2023 as a true and accurate record

**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. Council Reports**

- a) To Receive Clerk's Written Report (8-10)
- b) To Receive Written Reports from District and County Councillors (11)
- c) To Receive any Updates from the Chairman

**6. Financial Matters**

- a) Bank Reconciliation – October 2023 (12)
- b) Earmarked reserves summary (13)
- c) Approval of Payments – October 2023 (14-15)
- d) Approval of Receipts – October 2023 (16-18)
- e) Detailed Income and Expenditure 1<sup>st</sup> April 2023 – 31<sup>st</sup> October 2023 (19-26)
- f) To Consider Appointment of Internal Auditor (27)

**7. Planning Committee**

- a) To note decisions made by the Planning Committee on 10<sup>th</sup> October and 24<sup>th</sup> October 2023 (28-31)

**8. Playing Fields, Allotments and Amenities Committee**

- a) To note decisions made by the Playing Fields, Allotments and Amenities Committee on 19<sup>th</sup> October 2023 (32-37)

**9. Community Centre**

- a) To note decisions made by the Community Centre Committee on 26<sup>th</sup> October 2023 (38-40)
- b) To Consider Source of Additional funding Required for Fire Door Replacement Project (41)
- c) To Receive Update on WC Improvement Project (42-43)

**10. Community Café Committee**

- a) To note decisions made by the Community Cafe Committee on 1<sup>st</sup> November 2023 (44-46)

**11. Events Committee**

- a) To note decisions made by the Events Committee on 8<sup>th</sup> November 2023 (47-49)

**12. Neighbourhood Plan**

- a) To Receive Report and Consider Appointment of Neighbourhood Plan Consultant (50)

**13. Greater Norwich Local Plan**

- a) To Consider Response to GNLP Consultation on Inspector's Recommendations (51-54)

**14. Biodiversity Duty**

- a) To Receive report on the Parish Council's Responsibility under the Biodiversity Duty (55)

**15. Broadland Family Hub**

- a) To Receive Update on Family Hub running from Hellesdon Parish Council Site (56)
- b) To Agree Tenancy at Will (57-63)

**16. Highways Complaint**

- a) To Receive response from Norfolk County Council regarding Highways Complaint (64 & 66-67)
- b) To Consider Option for Delegated Authority to Strim Hellesdon Specified Footways (64-65)

**17. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the items 18 and 9 in view of the confidential nature of the business to be transacted**

**18. Community Centre Outstanding Matters**

- a) To Consider Further Action to bring contract works to a close

**19. Community Café Opening Hours**

- a) To Consider Extension of Café Opening Hours to include Fridays

**20. Matters for the Next Agenda**

Matters raised are for information only and items to be considered for future agendas

**21. Time and Venue of next Council meeting.**

Tuesday 12<sup>th</sup> December, 7pm in Diamond Jubilee Lodge

*Faye LeBon* Clerk to the Council

Dated 8<sup>th</sup> November 2023