

Hemsby Parish Council



Parish Office, Kingsway
Hemsby, Great Yarmouth
Norfolk
NR29 4JT

All correspondence please to:
The Parish Clerk
Elaine Galer Tel 01493 719235
Email: clerk@hemsbyparishcouncil.org.uk

Minutes of the Parish Council Meeting held on Wednesday 17th June 2019 at 7.00 pm in the Parish Office, Kingsway, Hemsby NR29 4JT.

THE MEETING WAS RECORDED

Cllrs Present: Scott Bensly, Caz Eden, Charlotte Hill (chair), Keith Kyriacou, Chrstine Locke, Tina Nudd, Pam Richmond.

Clerk: Elaine Galer Minute Clerk: Sarah Hunt (from recording).

Borough Councillor: Noel Galer

County Councillor: Ron Hanton

7 members of the public

1. Public Participation

Back Market Lane - concerns were expressed regarding the safety issues/overgrown roads signs and verges. Cutting scheduled.

Budget review from May meeting minutes – anticipated precept for 2020/21? No budget yet set so precept unknown.

Neighbourhood Plan – GYBC will support Council with time and advice. Locality provide funding. Specific questionnaire needed first – clear on message – message to be around development and the different needs at Hemsby residential/tourist. Winterton has very similar needs. Steering Group needed, residents, businesses, schools etc to become involved. Public event when steering group in place. Then funding can be applied for, but plan needs to be in place, and consultation taken place prior to application.

Chair requested to litter picker that **bottom gate closed in Cemetery**- gate has dropped, causes physical issues for operator – Gate has dropped on hinges – Council to address.

Litter picking adjacent to bus shelter – **bin outside bus shelters please?** On main link road and also where bus stops opposite, and a cigarette bin at bus shelter in centre of village.

Litter picker requested not to take bin down **Back Market Lane** until verge cut back for safety reasons - to be collected using ring only.

County Councillor: Norfolk Co. Co. has gone from Committee system to Cabinet system. 8 portfolio holders responsible for different cabinets, scrutinised by 3 select committees and a scrutiny committee. Local members highway budget available – Local County Councillor has £6,000 to spend in his area of responsibility – criteria to be forwarded to Clerk.

Potholes - £12.6million received from Central Government for highway repairs on one off payment – Norfolk Co Co has sent out an advice sheet explaining exactly how they have spent that money – to be sent to Clerk.

Businesses in the village were encouraged to apply for BID funding from the Committee in Great Yarmouth.

2. Consider Apologies for Absence.

Kim McAdoo has tendered her resignation as a Councillor.

Cllr Leslie Mogford is attending a meeting at GYBC. Cllr Dudley Tucker at meeting in London. Apologies not accepted.

3. Receive Declarations of Interest in items on the agenda and requests for dispensations.

None.

4. The Minutes of Annual Parish Meeting held 20th May 2019 were APPROVED and SIGNED.

5. The Minutes of Annual Parish Council Meeting held 20th May 2019 were APPROVED and SIGNED.

6. To update the council on the following projects

- a. School Crossing Person. Positive meeting between Council and School – around 10 hours a week needed. Uniform available from school. No advertisement yet issued? Two colleagues within school interested – self employed/employed decision to be taken. Who would they be contracted by? School? NCC? Parish – induction? Performance management? There are a number of issues to be addressed, but the School supports the position being filled. Council to recruit – school to be involved in interview process. September would be a good time to appoint. Clerk to look into legalities. **CLERK**
Donation to school to fund – school then recruit? The School confirmed that if the money was donated that the post could be temporary and reviewed each term. 10 hours – 8.15am to 9.15am and 3.15pm to 4.15pm. No dinner cover necessary. Extending to an hour and a half at each session this would also support parents/carers.
- b. Outdoor gym. Awaiting response. Discussion over location – one site, or trail through village. Decision needed. Quotes must be like for like. Is there a need? Future Agenda.
- c. Installation of new benches. £987.99 quotation received for four benches – not fitted. Eclipse bench similar to existing. Also quotation received for Devon Planter - £120.00. It was AGREED to purchase the benches. Sited at Barley Croft, on Grass other side of Post Office on Daniels' corner, Harkmans, outside Barn Room on the grass verge. Siting to be confirmed after they are delivered. Vicar to be approached re; siting outside Barn Room.
- d. Parish Partnership Bid – gateways in conjunction with NCC. Cllr Hill has looked for design ideas. Consultation needed – Norfolk County Council guidance to be sought for options. Funding available for 2020/21.
- e. CCTV. Ownership of office discussed. Clerk to Research **CLERK**
Norfolk Co Co own path around the outside – garden and building ownership to be established.
CCTV – prices to be obtained. **CLERK**
Quote to be obtained for alarm services. **CLLR BENSLEY**
- f. Uniforms for contracted staff. Cllr Hill has researched, lettering discussed. 'Hemsby Parish Council' to be added. Safety equipment – vest and jacket to be provided to Cllr Bensley.
Identification badges discussed – to be chased. **CLERK**

7. Chairman's Report

- a. Signage – Tourist signs 'swimming pool', 'beach' etc. Doesn't show what is in the village. Social Club, Playground, School, Post Office not signed. Clerk to investigate. **CLERK**
- b. Letter received – re; local website 'Nextdoor'. Investigate who is running it and work alongside. **Cllr EDEN**
- c. Due to Kim McAdoo resigning from the Council, Facebook needs a new administrator. To be used for notifications only. Next Meeting. **CLERK**
- d. Youth Shelters – Playingfield. No budget allowance 19/20. Dugouts removed from playingfield due to vandalism. Wi-fi music installed in the units, with moderated levels. There is Youth Club money available. Consultation with teenagers to be undertaken-questionnaire. Clerk investigating. **CLERK**
Posters to be produced for Council approval. **Cllr HILL**
- e. Circus visiting village shortly, setting up on school site.
- f. Christmas Fair to be explored at the playingfield/pavilion. **Cllr HILL**
Social Club/Village Hall/Playingfield committee to be consulted. **Cllr REPRESENTATIVES**
It was AGREED to investigate putting gates onto the playingfield. **Cllr BENSLEY**

8. Items reported to Parish Councillors during the month.

NONE.

9. Committee/Councillors Reports

- a. Bloomin' Hemsby School to be involved. Maybe include time capsule and press with School flower bed. Cllrs Locke/Richmond to liaise with School. Location to be decided so permissions can be obtained.

Cllrs LOCKE/RICHMOND

- b. Neighbourhood Plan. Cllr Mogford to provide booklet to Cllr Hill. CLERK
- c. Village Hall. Nothing to report.
- d. Playing Field / Pavilion. Nothing to report.
- e. Patient Participation Group. Next meeting July 15th.
- f. Save Hemsby Coastline. Nothing to report.
- g. School Governor's report. Concern over before and after school club potential closure. Budget cut, fund raising taking place. New head in place since February. Two staff moving on.
- h. Risk Assessments. Audit due shortly. Risk Assessments to be reviewed. It was AGREED that Ex Councillor Terry to email through those previously undertaken – and to bring them up to date.

CLERK

10. Clerks Report

- a. To accept the new Keyholder policy. This was AGREED and ADOPTED. It was AGREED to change the Alarm Code. It was AGREED that all Councillors can have access to the office. Councillors to return keys when leaving the Council. It was AGREED to change the locks – Cllr Bensly. Current key holders are Gary May, Charlotte Hill, Keith Kyriacou, Clerk. Cllr BENSLY
- b. Faults report. Light remains on in burial ground – sensor issue. Cllr BENSLY
Complaint received re; Barleycroft over unkempt garden. Cllr Hill to report back. Cllr HILL
- c. Review of Insurance. Due end of May – cheque in payments. Asset list to be reviewed and re-issued to insurance. Ladder training and hi viz needed for operative who moves signs. CLERK
- d. Change to Bank signatories. Cllr Hill and Cllr Bensly to be added.
- e. Bills to be paid. Noted that internet costs high - £63.00 last month. Top invoice for gate not paid. Grass cutting invoice includes burial ground and Playingfield. Photocopier costs queried – rental agreement plus copy charge. Westcotec is an invoice regarding the Sam signs.
Invoices were AGREED as presented.
- f. Annual audit update. Council is behind due to Clerks illness – auditor booked for end of July – six week extension made by external auditor. Should be available for next Parish Council meeting. It was noted by the meeting that the Council was not asked for staffing support, but that the Clerk had only discussed cover with the Chair. The Clerk had been working despite being signed off.
- g. New financial software installation / training. Training for Clerk within the next few days. To include Playingfield Accounts as well as Council accounts so special software being designed and both accounts being brought together. CLERK
- h. To accept the quote for gardening in the Memorial Garden. Around £300.00 quoted – no specific price available. One off AGREED. Ongoing costs to be quoted. CLERK

11. Planning

- a. Applications received – none outstanding as of 12/6/2019.
Come via post from GYBC. If not received by Clerk when agenda drawn up aren't detailed on agenda which is published.
Once Councillors have keys then plans to be left in Parish Office.
Councillors had no comment on any applications brought before the meeting.

12. Further comments from Members of the Public

NONE

The meeting closed at 9.14pm