

MINUTES OF HEMSBY ANNUAL PARISH COUNCIL MEETING

Which took place at Hemsby Village Hall on: **Wednesday 20th October 2021 7.30pm,**

Present: Cllr Kyriacou (Chair), Cllr Taylor, Cllr S Bensly, Cllr M Kern, Cllr Bowgen, Cllr Bennett & Cllr Tucker, Cllr Cook & Cllr Nash.

Apologies received from Cllr Mogford & Cllr Chilvers, GYBC & NNDC Cllr James Bensly & GYBC Cllr Noel Galer.

Clerk: Mrs Kerrie Wilton.

Six members of the public were in attendance.

1. DECLARATIONS OF INTEREST AND DISPENSATIONS.

- 1.1 Cllr Kyriacou declared an interest in the Playing Field, Co-option
- 1.2 Cllr Bensly declared an interest in the Social Club.
- 1.3 Cllr Taylor declared an interest in the Hemsby in Bloom
- 1.4 Cllr Kern, Cllr Taylor & Cllr Bennett in planning item 10.4.3

2. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 22nd September 2021 were agreed as a true and correct record and signed by the Chairman.

3. PUBLIC FORUM

- 3.1 Cllr James Bensly had provided the Clerk with a verbal update just prior to the meeting. He advised that the Pined developers will re-instate the verge adjacent to the new road openings on Kingsway as soon as the work is completed. He advised that the developer is also having difficulty in engaging a contractor to undertake the cutting of the hedge on Back Market Lane, but they hope to resolve this as soon as possible. He wanted residents to be aware that the rubbish & recycling home collections dates have changed in some areas & that GYBC website has a place on it where you can check your on collection dates.

4. HEMSBY IN BLOOM

- 4.1 Cllr Taylor advised that the flowerbeds & boat planters were receiving a tidy up. She requested that Cllr Scott Bensly assist them with some of the rotavating required to get a new area ready for wild seed planting.

5. NEIGHBOURHOOD PLAN

- 5.1 Cllr Kyriacou advised the meeting that the Neighbourhood Plan Group were holding another engagement event at the Pavilion this Saturday 23rd October 2021 10am to 2pm & he requested that Cllrs attend to also assist. Especially the ones that are working on the Strategic/Forward plan for the Parish Council as this will help gauge resident's interests in the ideas that they have already had & hopefully gather some more.
- 5.2 Tracy (Chairman of the NHP Group) thanked Cllr Bowgen for returning that Banner to the fence at the Playingfield after it had been blown down in a recent storm.
- 5.3 Tracy gave a verbal update of the plan, the event on Saturday will show case the Policies draft so far, included information on the roll back & call for sites for less than 10 homes. The plan itself is now 90% complete. Tracy advised the meeting that there has been an incident that the Terms of Reference between the NHP Group & the Parish Council have been broke due to a member of the group speaking to a consultant without authorisation from the Parish Council & without consultation within the group either. The Parish Councillors present took a dim view of this & felt that the member should be reprimanded by the Chairman of the group & the Parish Council. It was agreed that the Clerk will write

to the member to advise them that their action was not acceptable or authorised & that this must not be repeated as the Parish Council are the Lead authority on the NHP. It was also agreed that the Clerk will write to the consultant to ask them to disregard the un-authorised communication that they had received, as this again had not been authorised by the Parish Council.

6. CORRESPONDENCE- as circulated during the month.

7. ADMINISTATIVE/DAY TO DAY MATTER

- 7.1 The contents of the Clerks report were noted.
- 7.2 The Clerk provided an update regarding the bus shelter replacement project, the clerk & chairman advised that they are still trying to obtain quotations to trim tree behind the site. The clerk advised that the disposal of the bus shelter at North Road had been advertised on the noticeboards, website & Facebook page. It was agreed that as the new shelter will take 6-8 weeks & the existing one should be removed as soon as possible after the close of the bids. The previously agreed roll out of a bus shelter replacement programme was discussed & Cllr Cook felt that parishioners should be asked if they also saw this as a priority, as at best case scenario the Parish Council could be able to secure 50% funding of any additional new ones via The Parish Partnership Scheme which had part funded this new one along with a donation from NCC Cllr Hanton also. **-Action Clerk**
- 7.3 As Cllr Mogford was not present it was agreed that his verbal report on the setting up of Hemsby disaster fund & consider allocating funds from the existing budget will be discussed at a future meeting. **-Cllr Mogford**
- 7.4 It was noted that the interviews for the position of Village Ranger have not yet been held, due to lack of applicants. It was agreed that the advert will be re-issued again for a third time. The current cleaner advised that she was now delaying her retirement until January 2021 & is willing to stay on until a replacement is found. **- Action Clerk**
- 7.5 Again as Cllr Mogford was not present it was agreed that he will present a verbal report on motorhome parking on Council owned land at a future meeting. **-Cllr Mogford**
- 7.6 It was noted that the Cllr members have started drafting a strategic/forward plan which would set out the Parish Council's aims and objectives for 3-5 years. This will hopefully be brought to full council for a decision after an outline proposal has been provide prior to the Finance Committee meeting which will take place prior to full council. It is hoped that come Cllrs will attend the NHP event on Saturday 23 October at the pavilion to see what residents think of the suggested projects so far. **-Ongoing RFO**
- 7.7 It was noted that the Norfolk Parish Partnership scheme is now open for nominations, consider if any projects are to be submitted. It was agreed that residents views should be sought at the NHP event on 23/10/2021 at the Pavilion. The Clerk will also re-circulate the invitation to bid so that new Cllrs can have an understanding of the limitations of the scheme. **-Ongoing/ Clerk/RFO**
- 7.8 It was noted that the Clerk had received a complaint that the bench at the bus stop on Beach Road had been removed, Richardson's Holiday Park was contacted & they have agreed to re-instate it.
- 7.9 The need for a donation/grants policy for future village events was discussed as this could be used to support resident groups that wish to ask for funding support from the Parish Council. It was agreed that this would be drafted by the Clerk & circulated to all Cllrs prior to the next meeting, this will also be discussed as the Finance Committee. Cllr Bennett advised that there are a group of residents who wish to set up an events committee, but they would still wish to work under the Parish Council in order that the insurance cover would be provided. It was requested that the clerk obtain quotes from the insurance company for any additional premium charges. It was asked if this would be for one year only until the group could become self-financing but it was not known at this stage. Cllr Bowgen suggested that any new group should have its own bank account for events as individuals can not be paid parish funds. - **Ongoing RFO/Clerk**
- 7.10 It was noted that all new Co-opted Councillors have completed their declarations of interest, these have been sent on to GYBC. They have all been issued with a copy of the code of conduct, social media policy, Good Councillor guide.

- 7.11 It was noted that the Burial Ground Gates at the Church yard end will be closed for the winter when the clocks change as previously agreed.
- 7.12 The Clerk attended the NPTS Autumn Seminar which included a speaker from the 'Good Neighbour Scheme' which is run by Community Action Norfolk. They are willing to talk to groups of people from the village who may wish to consider setting up such a scheme which would offer volunteers training & support as well as the ability to use their insurance cover. They are contactable at;
<https://www.communityactionnorfolk.org.uk/sites/content/good-neighbour-schemes-0>
- 7.13 It was requested that the Clerks request to carry forward her un-used annual leave, it was agreed That due to Covid in this instance it was agreed that 10 days can be carried forward and 30 hours overtime will be paid.

8. FINANCIAL MATTERS

8.1 It was agreed to ratify the payments made as circulated on the schedules for July & August. The Payment schedule for September 2021 was agreed as circulated as the total payments of **£6,121.44** receipts of **£55,754.00** were noted, with pending receipts of **£2,339.00**.

The bank summary was received & accepted as at **31st September 2021** totalling **£153,869.51**:

Hemsby Parish Council savings account (Barclays)	£46,922.24
Hemsby Parish_Council current account (Barclays)	£4000.00
Hemsby Parish Council Unity Trust current account	£5827.27
Hemsby Parish Council Unity Trust deposit account	£97,120.00
Free funds	£7,195.33

- 8.2 Update commercially leasing the Parish Office building. It was agreed by a motion that due to a proposal being received from a prospective tenant since the publication of the agenda, this would be discussed in Confidential session at the end of the meeting with the exclusion of Press & Public.
- 8.3 It was agreed that this time there is no need for additional security measures be installed at this time.
- 8.4 Cllr Kyriacou advised that there was no update available on the grass cutting for 2023 due to difficulty in obtaining quotations.
- 8.5 Cllr S Bensly advised that he has had a look at the ride on lawn mower & it was agreed that he will work with Cllr Bowgen to see if they are able to get it up & running. **-Ongoing Cllr S Bensly/Cllr Bowgen.**
- 8.6 It was agreed that a donation of up to £30 for a poppy memorial wreath for the upcoming Remembrance Day & Cllr were asked to attend if possible. **-Action RFO**
- 8.7 It was agreed that Cllr Cook, Cllr Chilvers & Cllr Nash to attend induction training with NPTS at a cost of £50 per delegate. Cllr Bennett is also due to attend Finance training on 15th November 2021 at a cost of £45. **-Action RFO/Clerk**
- 8.8 It was noted that the Clerk has submitted an application to GYTIA for a further grant for Kingsway Island site for further maintenance & planting. The Finance Committee will also discuss this in the event of the grant application not being successful. **-Action RFO**

9. PLANNING

9.1 Applications received which have already been responded to:

- 9.1.1 **06/21/0371/F** 13 Springfield North Hemsby. Retrospective application for single storey side extension including garage conversion. **Revised plans received 8/9/2021. Response sent to GYBC of NO OBJECTION.**

- 9.1.2 **06/21/0761/F** School House, School Loke, Hemsby - Proposed ground floor extension. **Response sent to GYBC of NO OBJECTION.**
- 9.1.3 **06/21/0786/TCA** Miadel, The Street, Hemsby. Silver Birch causing problems with neighbours. **Response sent to GYBC of NO OBJECTION.**
- 9.1.4 **06/21/0778/F** 10 The Paddock Hemsby. Proposed two storey detached garage and garden room with granny annexe. **Response sent to GYBC of OBJECTION** for the following reasons; overdevelopment of the site, highways concerns as this area is to be accessed from the same small cul-de-sac that already services residents parking & block of garages, concerned that this may become an independent unit of accommodation.

9.2 Planning application decisions issued by GYBC:

- 9.2.1 **06/21/0490/F** 1 Beach Road Hemsby. Proposed demolition of outbuildings and erection of 1no. chalet style bungalow. **GRANTED.**
- 9.2.2 **06/21/0267/F** 30 Mill Road Hemsby. Proposed single storey lean-to extension for use as workshop. **GRANTED.**
- 9.2.3 **06/21/0624/F** 35 Easterley Way Hemsby Proposed single storey pitched roof side extension 3.7 metres x 6.4 metres to north elevation. **GRANTED.**
- 9.2.4 **06/21/0643/F** Compass Rose Parklands North Road Hemsby. Proposed single storey pitched roof side extension on west elevation to form larger lounge. **GRANTED.**

9.3 Consider Planning applications circulated and requiring decisions:

- 9.3.1 **06/21/0810/F** 1 Chapel Terrace Yarmouth Road Hemsby. Removal of existing utility room and erection of new single storey to rear extension. **No Objection.**
- 9.3.2 **06/19/0676/O** Nova Scotia Farm (Land at) Jack Chase Way (West of) West Caister GREAT YARMOUTH. Outline planning application with all matters reserved, except access, for up to 665 dwellings; local centre (to include A1-A5, B1, D1 and other community uses); land for a primary school; health centre; plus associated infrastructure and open space. **OBJECTION for the following reasons** :- The site is to be accessed from the main road to Great Yarmouth not only for Hemsby, but all the other villages north of Great Yarmouth that have to use this road to for their journeys. During the summer months this road is extremely busy and the slowing, turning and stopping movements created by this development & the existing camping site at The Grange would be dangerous and detrimental to the free movement of traffic.

The development will undoubtedly create a situation where more people try to cross the busy road to walk into Caister on Sea. This road was originally deemed busy enough to warrant a roundabout & then an altered layout due to the latest building development in the northern part of Caister. This already dangerous situation for motorists and pedestrians will worsen with more development here.

This is seen again as "over development" of an "unspoilt" part of Caister. A development of this nature would destroy this peace and quietness as well as the ability for wild animal population & birds that visit the site regularly. We are extremely concerned about the loss of hedging which is well established & a haven for wildlife. The site is predominantly within an area of Grade 1 & 2 Agricultural land, therefore contrary to Policies CS6 and CS12 where development is directed away from the best agricultural land. We also note that our views are also shared by CPRE who have already responded to this application.

We note that this application only refers to provisions for health care & education, no specific details that this is likely to actually happen rather than be absorbed in the already overloaded facilities in the villages.

9.4 Consider any Planning applications received since the publication of the agenda requiring consideration.

9.4.1 **06/21/0806/CU** Alderly 31 Ormesby Road Hemsby. Proposed change of use of outbuilding from a private home gym to permit personal training of private clients on a one-to-one basis. **No Objection**

9.4.2 **06/21/0757/F** Holly Lodge 29A Beach Road Hemsby. Variation of condition 1 of pp. 06/20/0363/F - extension to period planning permission to allow granny annexe to be used and occupied independently from the main dwelling. **No Objection**

10. Exclusion of Press & Public for Confidential Session.

10.1 Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of a proposal received from a prospective tenant for the Parish Office. (shown on the agenda as item 8.2) (2).(1)Public Bodies (Admission to Meetings) Act 1960(2)Local Government Act 1972 s 228. It was agreed that the clerk would inform the letting agent that the terms were agreeable in principle & subject to the prospective tenant wishing to proceed the clerk would contact the solicitor to prepare a draft lease agreement.

NEXT AGENDA

11 . ITEMS FOR INCLUSION IN THE NEXT AGENDA

11.1 Nominate Cllr to Patient participation Group

11.2 Email addresses for Councillors

11.3 Continue the development of a disaster policy & allocating funding. **Cllr Kern**

11.4 Update on recruitment of Village Ranger.

11.5 Norfolk Parish Partnership scheme is now open for nominations

11.6 To receive an update on the drafting of a strategic plan **Cllr Kern & Cllr Mogford**

11.7 Update on grass cutting tender & requirements for its drafting. **Chairman, Cllr Chilvers, Cllr Kern**

11.8 To receive an update on the disposal of the ride on mower. **Cllr S Bensly**

11.9 To receive quotations to trim tree for the installation on the new bus shelter, to discuss progress on the order of the new bus shelter & disposal of the existing one. **Clerk.**

11.10 Request from CLT to attend next PC meeting.

Next Meeting will be on Next Meeting: Monday 15th November 2021 at the Pavilion as the Finance Committee are meeting on Wednesday 17th November 2021.

Meeting closed **9:04pm**

Signed.....

Dated.....

