

Hemsby Parish Council



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

All correspondence please to:
The Parish Clerk
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Minutes of the Parish Council Meeting Monday 18th June 2018 at 7.00 pm in the Parish Office, Hemsby.

Present: Chairman Terry Barnes, Vice Chairman Mike Peake

Clerk: Elaine Galer

Parish Councillors: Tony Bowgen, Scott Bensly, Keith Kyriacou, Leslie Mogford, Ian Brennan, Caz Eden, Pam Richmond

Public: 10 members of the public were in attendance

Meeting Declared open at 7.00 pm

THE MEETING WAS RECORDED

1. Public Participation

a. Reports from Borough Councillor, County Councillors and Police

These were distributed and will be published on the website

b. Questions/Comments from The Public

The condition of the beach and access to it were discussed. It was agreed that the clerk would contact the owners in order to repair the board walkway and for them to post signs warning of the danger of debris both on the beach and underwater at high tide. There was a general discussion re GYBC repairing the gabions at Scratby and the use of the car park in Hemsby for 26 weeks as this was the only access for the plant and machinery. There was general unrest that the Hemsby holiday industry would suffer as a result of this. GYBC had been informed and will be contacted again.

Borough Councillor/ Councillor: Noel Galer arrived

The new planning application for the ex-Pontins site had recently been received. It was strongly felt that this area should be kept for tourism use. Various objections had been raised in the past, and whilst these may still be relevant, it was felt that the wording of any such objection would need to be carefully considered. This fight has been ongoing for 10 years and would continue.

A question was asked as to who ran the Playing Field and if tenders had been submitted for the Car Boot Sales. Councillor Keith Kyriacou answered that the Playing Field Management Committee was a committee of the Parish Council. Tenders had not been asked for in the previous 3 years. Monies raised were used in the maintenance of the Playing Field and the Pavilion. The Parish Council did not run the car boot sales - The field was rented out for these. The accounts of the Playing Field are included in the accounts of the Parish Council and will be available to view once the external audit has been completed.

A question was asked as to how the maintenance of the verges on Kingsway was progressing. This has been suspended during the bird nesting season.

2. Receive Apologies for Absence

County Councillor: Ron Hanton, Borough Councillor James Bensly, PC Gary May (other commitments)

Part of Borough Councillor James Bensly's report was read out – the rest to be published on the website

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'I will be objecting to the former Pontins site application as it goes against everything in the core strategy policy CS8 and I believe that the owners of the site haven't explored all possibilities for keeping that site a tourism destination in our borough I fear for low skilled jobs in our village and due to other developments already approved in our community, I don't believe our infrastructure can cope with all the extra pressure that this development will bring in the long term. We have other sites more appropriate than this one and there has to be a balanced approach to all the developments. This is prime holiday land and we as a council are not developing or delivering anymore. Richardson's have invested millions in tourism and the Sundowner site on Newport road is now expanding. Hemsby is number 1 for most affordable places for families to visit and Great Yarmouth is second. Tourism is our industry and we have to respect it and encourage where possible for the future generations of employment and for having wonderful seaside experience for all'

The Police report was handed round – the priorities for this month are: Drug Dealing, Speeding, Begging/Street Drinking Vice Chairman Mike Peake mentioned that the SNAP meetings have been moved to Great Yarmouth. The clerk and I have decided to continue to hold local meetings and report back to these. He asked that members of the public reported any relevant items so that they could be taken back to these meetings

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

Councillor Keith Kyriacou declared an interest in Playing Field

4. *Approval of Minutes of Annual Parish Meeting held 10th May 2018*

It was proposed that the Minutes of meeting held 10th May 2018 are a true and accurate record. Proposed Councillor Ian Brennan Seconded Vice Chairman Mike Peake, All in Favour.

5. *Approval of Minutes of Annual Parish Council Meeting held 10th May 2018*

It was proposed that the Minutes of meeting held 10th May 2018 are a true and accurate record. Proposed Councillor Ian Brennan Seconded Councillor Scott Bensly, All in Favour.

6. *To consider the Parish Council's position on the proposed Pontins site development and the current Planning Application*

Borough Councillor Noel Galer stated that as he was on the Development Planning Committee he could not join in the debate but suggested that the Core Strategy documents would be a good reference point. It was stated that the application was very thorough and previous objections (e.g. flooding) may have been addressed. The fact that Winterton school was facing closure needs to be brought into consideration. Help would be available from the planning department at GYBC. Councillor Keith Kyriacos asked if GYBC earned a 'bonus' if they met their housing quotas. It was explained that there was an element of truth there. GYBC has a quota of houses to be built and Hemsby, as a Primary Village, has a quota of 357 homes. This is not necessarily to be fulfilled from the Pontins development. Questions were asked if existing developments are included in this quota. Also, what other sites are under review? Discussions are required with the planning department.

Councillor Leslie Mogford was asked if he needed to declare an interest in the motion as he lived adjoining the proposed development. He stated that he would not take part in the Pontins debate and would abstain. He also stated he would be happy to continue to pursue his personal views outside of the Parish Council Forum as a private resident.

The previous objection was discussed. Councillor Leslie Mogford suggested that an objection be raised re the proposed bus stops as they are on Kingsway. Discussion were held on the proposed shops etc. The date on the planning Application for comments is July 2nd. An extension would be requested.

It was proposed that Hemsby Parish Council would object to the planning application. Proposed Keith Kyriacou, seconded Scott Bensly, 2 abstained (Councillor Leslie Mogford and Councillor Noel Galer as he was on the Development Planning Committee as Borough Councillor) 5 in favour. Clerk to formulate an objection and circulate to councillors.

7. *To consider the casual vacancy*

The Clerk produced a proposed poster to be displayed on the notice boards Proposed that this be accepted Councillor Ian Brennan, Seconded Councillor Caz Eden All in favour. Clerk to display on notice boards.

8. *Chairman's Report*

Chairman Terry Barnes reported that the owner of an amusement arcade had removed 2 of the Hemsby Parish Council bins from his forecourt. A new place had been found outside the Blue Dolphin chip shop. GYBS had quoted £110 per bin to re-site them (they need to be cemented into the pavement). Proposed Councillor Ian Brennan, Seconded Councillor Caz Eden All in favour that the bins be re sited. Clerk to contact GYBS to confirm.

Chairman Terry Barnes had complained to Borough Councillor James Bensly who had contacted Bernard Harris of GYBC re the amount of metal debris on the beach. 2 signs warning of this had been produced. He also stated that the new road in the Marrams was a potential flood risk, but no answer had been forthcoming. He had also met with the clerk to interview a

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potential groundsman. At a meeting with GYBS and the clerk at the children's' play area, GYBS have agreed to 'update' the play equipment – it was installed in 2000 and needed some maintenance work. GYBS have also agreed to replace the concrete lamppost at the entrance to the Pavilion.

9. Vice Chairman's Report

No-one had attended the surgery held on the previous Saturday. It was thought that this was due to the GY Air show. Complaints had been received re cars parked on the pavement. The parking enforcement officer had been invited to this meeting but was unable to attend but had sent in an e-mail. A quotation had been received for a new Notice Board for the Burial Ground. This is to be sited in the memorial garden. It was agreed that a wooden one at £321.40 + VAT would be the most appropriate. Proposed that this is actioned, once it was checked that this figure includes installation. The clerk explained that this was part of a revamp of the burial ground. All in favour

a. Hemsby Information Event (21st June)

Vice Chairman Mike Peake explained the background to this. The original idea was to make more use of the Parish Office, but the event had grown so the Barn Room was being used this time. Exhibitors wanting to attend had been capped at 8 – with others being turned away. It was hoped that this may become a regular event as it provides valuable information to elderly parishioners with future events being held in the Village Hall. The mayor would be in attendance. Our current handyman/woman have taken over maintenance of the flower beds around the village FOC.

10. Items reported to Parish Councillors during the month

Nothing reported – apart from the electricity box on a property at North Road has finally been replaced.

11. Committee Reports

- a) *Bloomin' Hemsby* – nothing to report
- b) *Neighbourhood Plan* -A meeting was required to formalise the proposal and agree potential expenditure
- c) *Village Hall* – all running smoothly with bookings still coming in. Showing of films, as in neighbouring parishes, had been explored but there was little interest at this stage.
- d) *Playing Field / Pavilion including AGM held 6th June 2018*. The previous AGM had been postponed due to administration errors. A meeting with the Parish Council was scheduled 19th June to review the constitution. There was a discussion as to who had been invited and why other councillors had attended.
- e) *Patient Participation Group* – Nothing to report – next meeting 9th July A question was asked re the process for asking for repeat prescriptions. It was felt that there was no feedback after you have left a message on their answer phone. An acknowledgement that the message had been received would be useful. This would be taken to the next PPG meeting.
- f) *Save Hemsby Coastline* – the promised Public Meeting is now being scheduled for 19th July. (It was originally promised for the end of May). Borough Councillor Noel Galer had heard that a preview meeting would be held on 11/12 July. These would not be open to the public.

12. Councillors' Reports

- a) *Risk Assessments* These had been prepared – nothing to report.
- b) *Projector for Parish Office* – It was felt that this should be delayed until the budget could be reviewed.
- c) *Access to the Broads* – no action had been taken as yet. The previous offer to be shown the access routes by a local landowner would be followed up.
- d) *Review of Footpaths in the village* – Councillor Noel Galer stated that the current footpaths should be reviewed, as Hemsby had not necessarily registered all the footpaths in the village. The deadline for this was thought to be 2026. The public need to be engaged so that historical information is not lost. A meeting to be arranged.

13. Community Resilience Plan and assessment re GDPR

The Clerk explained that under the new GDPR rules, contacts on the Resilience plan would need to complete a form to ensure they were happy for their details to be included. A sample form was distributed. Proposed that this form was accepted and actioned: -Councillor Ian Brennan, seconded Vice Chairman Mike Peake. All in favour.

14. Acceptance of Internal Audit (Annual Governance Statement) and accompanying statement

The forms were distributed, and explanations given. As it had proved impossible to verify the accounts (especially VAT returns) of the previous clerk, due to lack of information being handed over, both the clerk and the auditor had prepared statements to that effect to be sent to the external auditor. The figures for the entire previous financial year had been calculated by the clerk and the auditor was happy with the figures produced. The dates for public viewing of the accounts was given and an offer that the auditor could attend if required. A question was asked by a member of the public asking if

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information had gone missing. It was stated that numerous files had disappeared from the Parish Office, the contents of which were unknown. The clerk had recreated financial accounts and was happy that the financial affairs are now in order, as was the internal auditor. Proposed that the audit was accepted and sent to the external auditor: - Councillor Keith Kyriacou, seconded Vice Chairman Mike Peake. All in favour

A question was asked re the relationship between Save Hemsby Coastline (SHC) and the Parish Council. It was explained that, although now 3 members of the Council are also members of SHC, this did not affect any decisions. At the time of the £20K donation that HPC made to SHC in 2014, there were no members of SHC on the Council.

15. Acceptance of Internal Control document

This was recommended by the internal auditor and had previously been distributed to councillors. Proposed that this form was accepted: - Ian Brennan, seconded Vice Chairman Mike Peake. All in favour.

16. Acceptance of GDPR policy and its implications for the Council

A statement was shown explaining the implications of GDPR to the council, along with sample documents. This will be displayed on the website. Proposed that this policy was accepted: - Ian Brennan, seconded Councillor Pam Richmond. All in favour.

17. Acceptance of amendments to Standing Orders re planning process

This had previously been distributed to councillors. In the event of a planning application requiring comment before the next PC meeting, the Clerk would e-mail details to councillors and then have a delegated responsibility to report this to GYBC. A councillor had the right to VETO this, in which case a separate meeting would be called. Proposed that this policy was accepted: -Councillor Ian Brennan, seconded Vice Chairman Mike Peake. All in favour.

18. Acceptance of Zurich Insurance renewal

The Clerk had reviewed the cover and compared it to the asset register. Proposed that this be accepted Councillor Ian Brennan, seconded Vice Chairman Mike Peake. All in favour

19. Review of NCC invitation to bid for highway improvements

The closing date for this is early December 2018 which would allow time for ideas to be considered. This would be carried forward to the next meeting.

20. Review of contractors.

Contracts are not in place for contractors employed by the Council. The clerk would produce sample contracts and distribute these to councillors. They could then be reviewed by NPLaw.

21. To appoint a gardener for scheduled and ad-hoc jobs around the village

3 prospective gardeners had been shown the work required. Details were discussed, and it was recommended that Sandra Woolsey was engaged. The clerk would contact Sandra with full details as to what was required in the memorial garden. Proposed that this be accepted Councillor Ian Brennan, seconded Vice Chairman Mike Peake. All in favour

A quote was received for putting a wheel on the car park gates at £150 as it was sagging and was becoming increasingly difficult to move. Proposed that this would be actioned. Councillor Keith Kyriacou, seconded Councillor Tony Bowgen. All in favour

22. Review of car parking in the village

A complaint had been received from a parishioner about dangerous parking near the Doctor's surgery. After discussion, the clerk recommended that Norfolk County Council Highway department should be invited to appraise the situation.

23. Request from Parishioner re crossing on the Street

Borough Councillor Ron Hanton had been contacted re this requested, and although a crossing was not feasible, SLOW markings could be painted on the approach to the Church gates. Councillor Keith Kyriacou asked whether a zebra crossing could be put in further up the street for pupils crossing to the school. Clerk to investigate. Councillor Leslie Mogford suggested that the SAM signs be reprogrammed to also flash at times that Church services were being held.

24. Request from filming company

A meeting had been held with a film producer and director who were looking to create a short film based in Hemsby. The plot was discussed. It was felt that this would show Hemsby in a different light, although the story mirrored the plight of the

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coastline. Road Closures would not be necessary. Once the film is made, it would be shown in the Village Hall. Locals could be used as extras.

25. Clerk's report

- a) *Childrens' Play areas* - already discussed
- b) *Relocation of bins at Beach Road* – already discussed
- c) *Potential Closure of churchyard at Congregational Church* – this has been ongoing for some time. It was felt that the best way forward was to restart the process. Notices would be posted at the end of June, as is a legal requirement, to ensure that there are no outstanding requirements for burial. The notice was handed round for approval

26. Finance

- a) *Review of Budget* - This was handed round to Councillors for comment. There would be a deficit this year, with extra monies coming from reserves. A list of neighbouring parishes, and the precepts was distributed for consideration.
- b) *Petty cash account* - The Petty cash account was now closed.
- c) *Bills to be paid* - The list had previously been distributed for approval. Proposed: Councillor Keith Kyriacou, seconded Councillor Tony Bowgen. All in favour
- d) *Financial Statement for May 2018* - This was distributed

27. Planning

- a. *Applications received*
 - i. 06/18/0281/F Proposed rear extension 15 Beechwood Road
 - ii. 06/18/0283/F Garage extension and conversion to annexe 4 Buttermere
 - iii. 06/18/0248/F Variation of Condition 1 - 38 Four Acres Estate
 - iv. 06/18/0298/F Two storey front and side extensions 2 Mill Road

These had previously been emailed to Councillors – no objections on all.

28. Further comments from Members of the Public

A question was asked re the £5,000 received from the Beach Bid and whether the PC figures showed this. It was agreed that this was paid direct outside of the Parish Council accounts.

A request was made that the minutes were made available on the Notice Board as not all parishioners had internet access.

The meeting closed at 9.25pm