

MINUTES OF HEMSBY PARISH COUNCIL MEETING

Which took place at Hemsby Pavilion, Waters Lane on: **Monday 21st March 2022 7.30pm**

Present: Cllr Kyriacou (Chair), Cllr Taylor, Cllr Bowgen, Cllr Nash, Cllr S Bensly, Cllr M Kern, Cllr Chilvers & Cllr Cook. GYBC & NNDC Cllr James Bensly

Apologies received from Cllr Mogford, Cllr Bennett & Cllr Tucker. No apologies from GYBC Cllr Noel Galer & PC Gary May.

Clerk: Mrs Kerrie Wilton

Five members of the public were in attendance.

To note that prior to the meeting that the Responsible Officer Mrs C Moore has resigned from her position giving three months notice which will run to 22 June 2022. The Personnel Committee will need to convene to discuss the next steps.

1. DECLARATIONS OF INTEREST AND DISPENSATIONS.

- 1.1 Cllr Kyriacou declared an interest in the Playing Field & Football Club.
- 1.2 Cllr Taylor declared an interest in the Hemsby in Bloom.
- 1.3 Cllr S Bensly declared an interest in agenda item 8.11 & left the room whilst the item was discussed.

2. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 21st February 2022 were agreed as a true and correct record and signed by the Chairman.

3. PUBLIC FORUM

- 3.1 Cllr James Bensly gave a brief update on GYBC; he advised that they are holding a lights event, easter fair on the market place, the town hall is all also holding mother's day afternoon teas. Norfolk County Council update; are launching a young person's carers app, to support them with school work whilst carrying out their caring functions. There are also signposting people in receipt of Universal Credit to be able to access cheaper broadband. The NCC Highways have finally replaced the road markings at Kingsway including the 'No Entry' markings after over a year of waiting, they have also replaced the yellow bollard on the traffic island. He also advised the meeting that a family in Hemsby are in the process of offering a home to a Ukrainian family who are fleeing their country.
- 3.2 A member of the public asked NCC Cllr James Bensly if there was any update on the reinstatement of the Bus route to Norwich & he advised that this is still an ongoing project.
- 3.3 A member of the public spoke about the Bottle banks which appeared on the agenda as they thought that the funds were paid to the church rather than the Parish Council. The Chairman confirmed that the Parish Council pay for them to be emptied & once a year they receive a payment of recycling credit from NCC, any surplus income is spent within the Parish via the Parish Council's accounts. The amount that the Parish Council receives will now be greatly reduced due to the collector increasing their charges from £15 per Tonne to £32 per Tonne from 1 April 2022.

4. HEMSBY IN BLOOM

4.1 Cllr Taylor reported that Spring is finally appearing. The new Queens Garden next to the Pavilion is taking shape & planting has begun, there are planters being constructed also for installation. The wild flower area at the Village Hall end of the car park is being sown shortly. Around the village the planters

are being refilled to get ready for spring & summer displays. The group continues to wish to welcome new members.

5. NEIGHBOURHOOD PLAN

- 5.1 A verbal update was received regarding the current position of the Neighbourhood Planning, it is still with GYBC & has also been sent on to The Broads Authority. It is hoped that it will be returned to the group shortly so that a last consultation can be held in April 2022. The current funding runs out shortly & it is hoped that another application can be avoided, this has not been ruled out but there is concerns that this could add further delays as in 2021 the funding did not come through for several months.
- 5.2 The proposed Heritage Trail was discussed & as the volunteers from the Neighbourhood Plan are no longer able to assist with the work, it was agreed that this project would be carried over to future years.

6. CORRESPONDENCE- as circulated during the month.

- 6.1 It was note that the correspondence circulated during the month was noted but did not require any decisions or further actions.

7. ADMINISTATIVE/DAY TO DAY MATTER

- 7.1 The note the contents of the Clerks report.
- 7.2 Cllr Mogford to provide verbal report on the setting up of Hemsby disaster fund & consider allocating funds from the existing budget. Item not discussed in his absence.
- 7.3 Cllr Mogford to provide a verbal report on motorhome parking on Council owned land. Item not discussed in his absence.
- 7.4 Cllr Taylor provided an update on the Speed Watch project, there is a Cllr in Scratby & Ormesby Parish Council that wishes to be the co-ordinator, they have volunteers also & by combining the two Parish Councils it is hoped that this project can finally get off the ground.
- 7.5 The findings & recommendation from the Events committee meeting on 2nd March 2022 were agreed:
- 7.5.1 It was noted that the Events Committee had agreed not to hold the car show on the August bank holiday.
- 7.5.2 It was noted that it was requested & agreed that the Events Committee to hold a mental health awareness event, 'Mind Charity' have offered to attend the Pavilion to hold the event. Tina has arranged this for 27th April from 10.30am at the Pavilion.
- 7.5.3 The posters for the Easter Egg Trail have been published on Website, Facebook & village noticeboards via the Clerk.
- 7.5.4 A rag wreath making workshop is being run by Tina at the pavilion on 24th March at the cost of £10 per person. She has donated the wreath rings, the material has been donated to the group from other sources. The funds raised will go into the events budget. Posters have also been published for this also. It was also noted that since the meeting an additional session has been arranged for Thursday 7th April 2022 at 7pm.
- 7.5.5 Cllr Nash has been looking into ways that cashless payments can be taken for events, this may require amendments to the Financial Regulations, Financial Risk Assessment & the Standing Orders & he will be taking advice from Mrs C Moore our RFO.
- 7.6 It was noted that Cllr Bennett has resigned from the Events Committee, Cllr Taylor volunteered to the role & this was agreed.
- 7.7 The Cllr Taylor provided an update on the part of the asset register that she had been allocated to check & it was agreed that the dog bin should be removed as there was a consensus of opinion that it did not belong to the Parish Council but the land owner of the land that it is sited on. The other Cllrs will provide an update at the April meeting.

-Ongoing

7.8 It was noted that NCC has not yet extended the contract for Kingsway Island maintenance. It was agreed that our first visit should be as soon as possible as the area needs work prior to easter. The Clerk asked NCC Cllr James Bensly to see if he is able to assist also to get a decision from County Hall.

7.9 It was noted that the Environment Agency has contacted local PC's to hold Broadland Futures Initiative Public meetings, the Village Hall has offered to host this event.

7.10 It was agreed for the Parish Council litter pick as part of the Keep Britain Tidy Campaign, to be held on, Sunday 24th April 2022, volunteers to meet at Carousel Amusements arcade, Newport Road, Hemsby at 1.30pm. Litter pickers & hi-viz vests etc to be obtained (Cllr Taylor suggested that Hi-Viz could also be used for the HPC event Stewards), risk assessment to be arranged. Cllr Chilvers advised he will try & get some of the football players to attend.

- Action Clerk, Cllr Kyriacou & Cllr Chilvers.

7.11 It was noted that the presentations for the Youth provision will be delayed until April. Cllr Cook also offered to attend the zoom presentations. -Ongoing

7.12 It was agreed that a review of the Social Media Policy to include resident members of Committees should take place & Cllrs will feedback to the clerk with the amendments they wish to be included for consideration at the April meeting. -Ongoing

7.13 It was noted that Paul the new Village Ranger has commenced work on Monday 14th March 2022. The Parish Council to thank Mr Witheridge & Mrs King for their hard work over the years we will continue to work with them on the summer beach cleaning, they have also kindly offered to provide holiday cover for Paul. The Chairman reported that Paul had been supplied with his uniform & a hi-z jacket that is embroidered with 'Parish Village Ranger'.

8. FINANCIAL MATTERS

8.1 Payment schedule for March 2022 was agreed as circulated as the total payments of **£25,033.22** receipts of **£2,680.00** were noted, with pending receipts of **£1,212.00**

The bank summary was received & accepted as at **28th February 2022** totalling **£129,673.16**

Hemsby Parish Council savings account (Barclays) **£47,865.42**

Hemsby Parish_Council current account (Barclays) **£4,000.00**

Hemsby Parish Council Unity Trust current account **£6,707.37**

Hemsby Parish Council Unity Trust deposit account **£71,125.37**

Unpresented cheque **£25.00**

Free funds £9,567.14

Cllr Kyriacou produced a cheque from 20/7/2020 for £27.68 that he had forgotten to cash, this will be revisited & paid to him by BACS in April is possible. Tracy Foster of the NHP Group advised she is also in the same situation, she will email the clerk so that the payment can be re-issued also.-Clerk/RFO

8.2 Cllr Bowgen was not able to provide update on purchasing new batteries for the SAMS2's, Cllr Kyriacou will assist him to resolve this. -Ongoing Cllr B & Cllr K

8.3 The renewal of the Norfolk Association of Local Councils (NALC) annual subscription at a cost of £538.33 was agreed.

8.4 It was agreed not to take a Norfolk Parish Training & Support (NPTS) annual subscription at a cost of £500.00.

8.5 It was agreed to grant delegation to the RFO to source new energy supply contracts. - Action RFO

8.6 It was noted that the S.137 limit 2022/23 is £8.82, increased from £8.41.

8.7 It was agreed that the instruction for minor repair to outdoor gym from Caloo cost £295 inc VAT should be booked. -Action Clerk

8.8 The presented independent insurance valuation for all premises for the upcoming insurance policy renewal at the cost of £250.00 plus VAT was accepted. It was noted that the buildings valuations had increased significantly. **-Action RFO**

8.9 It was noted that GYBC BID has already been submitted by a 3rd Party in the name of Hemsby Parish Council to GYBCTIA for the 2022 beach cleaning season. It was agreed that for the 2022 season that the funds should be accepted by the Parish Council & then paid on to the contractor & that all future applications should be submitted by the Parish Council themselves. GYBCTIA to be advised this will also make the Parish Council responsible for the four times per year reporting process that is part of the grant conditions. **-Action Clerk.**

8.10 It was agreed to assist the Beach Cleaners to obtain enhanced DBS checks to undertake the work, cost £65 including VAT per beach cleaner. **-Action Clerk**

8.11 The quotations to repair/replace the entrances to the Playingfield under the barriers was discussed & it was agreed to engage RK Construction to undertake the work. **-Action Clerk**

8.12 It was agreed to continue with the Bottle bank provisions despite to the supplier increasing the charges by 150% from 1 April 2022.

8.13 It was noted that the backing on three of the signs in the burial ground have rotted away & that the ranger has repaired some & one sign has had to be replace entirely, cost of £82.91.

8.14 It was noted that the NJC pay claim (applicable to Clerk & RFO) has been finally settled & is applicable from April 2021.

9. PLANNING

9.1 Applications received which have already been responded to:

9.1.1 **06/22/0083/CD** Discharge of Condition 2 of pp 06/21/0490/F - Demolition of garage and sheds and erection of one chalet bungalow - details of slab levels. Location: 1 Beach Road Hemsby. GYBC advised on 15/3/2022 **No Objection.**

9.2 Planning application decisions issued by GYBC & NCC:

9.2.1 **06/22/0010/PA** 49 Stable Field Way Hemsby. Prior approval - notification of larger home extension - single storey side. **GRANTED**

9.2.2 It was noted that NCC have advised us of a modification order to add a public footpath from Bush Road, Winterton to Beach Road, Hemsby, the County Council has been forced to make an Order by an Inspector appointed by the Secretary of State.

9.3 Consider Planning applications circulated and requiring decision:

9.3.1 **06/22/0097/TRE** The Pines Development (former Pontins site) Beach Road Hemsby - Removal of T5 and T6 and G4 group of Pine trees to enable the installation of no. 2 large crate soakaways. Replanting a minimum of 1 Pine tree elsewhere on the site for every 1 removed. GYBC to be advised **No Objection.** **-Action Clerk**

9.4 Consider any Planning applications received since the publication of the agenda requiring consideration. **None.**

10. Next Meeting: Monday 25th April 2022 at the Pavilion, Waters Lane

MUGA funding

Youth provision feedback.

Community Payback projects

To consider the adoption of the Strategic/forward plan.

Electric vehicle charging points.

Cllr Mogford setting up of Hemsby disaster fund & motorhome parking on Council owned land.

Meeting closed **9:03 pm**

Payments for Hemsby Parish Council March 2022				
Expenditure				
Cheque	Payee	Net	VAT	Total
DD	Bonline - Telephone/Internet	£ 14.95	£ 2.99	£ 17.94
BACS	Salary K Wilton - 25 hours/week @ SCP32 plus expenses plus overtime plus backdated pay award	£ 2,266.85	£ -	£ 2,266.85
BACS	Salary C Moore - 5 hours/week @ SCP26 plus expenses plus backdated pay award	£ 319.52	£ -	£ 319.52
BACS	HMRC PAYE	£ 993.60	£ -	£ 993.60
BACS	Norfolk Pension Fund	£ 1,011.80	£ -	£ 1,011.80
SO	Mr M Witheridge - Litter Picking	£ 100.00	£ -	£ 100.00
BACS	M M Witheridge - Beach Cleaning	£ 5,000.00	£ -	£ 5,000.00
DD	Norse - Burial Ground Bin	£ 28.60	£ 5.72	£ 34.32
DD	Lloyds - Purchasing Card	£ 175.55	£ 24.13	£ 199.68
BACS	James Charlton - Pavilion Cleaning	£ 220.00	£ -	£ 220.00
DD	URM - Recycling	£ 51.00	£ 10.20	£ 61.20
BACS	Collective Community Planning - Neighbourhood Plan	£ 1,500.00	£ 300.00	£ 1,800.00
BACS	Eon - Pavilion Electric	£ 245.81	£ 12.29	£ 258.10
BACS	JG Services - Grave Digging	£ 560.00	£ -	£ 560.00
BACS	Littlethorpe - Bus Shelter	£ 7,367.00	£ 1,493.40	£ 8,860.40
BACS	Hemsby Village Hall	£ 120.00	£ -	£ 120.00
BACS	ENGraphics - Foam Sign	£ 69.09	£ 13.85	£ 82.94
BACS	Bowers & Barr - Floodlight Inspection and Repairs	£ 2,171.90	£ 434.38	£ 2,606.28
BACS	Spalding & Co - Insurance Valuations	£ 250.00	£ 50.00	£ 300.00
BACS	Hugh Crane - Cleaning Materials	£ 108.83	£ 21.76	£ 130.59
BACS	Taurus Monitoring - Legionella Water Samples	£ 75.00	£ 15.00	£ 90.00
				£ -
	Total	£ 22,649.50	£ 2,383.72	£ 25,033.22
	Overdue/Outstanding invoices			£ -
				£ -
		£ -	£ -	£ -
	Receipts since last meeting (16/02/2022 - 12/03/2022)			
	R Wells - Memorial Fee	£120.00	£ -	£ 120.00
	Jary - Additional Inscription	£75.00	£ -	£ 75.00
	Jary - Burial Fee	£942.00	£ -	£ 942.00
	Jary - Memorial Fee	£120.00	£ -	£ 120.00
	Barber - Burial Fee	£1,358.00	£0.00	£ 1,358.00
	Social Club - Electric Tokens	£54.17	£10.83	£ 65.00
		£2,669.17	£10.83	£2,680.00
	Pending Receipts (at 12/03/22)			
	Social Club - Bowling Green Hire	£250.00	£ 50.00	£ 300.00
	Brownies - Pavilion Hire	£200.00	£ 40.00	£ 240.00
	Co-op - Memorial Fee	£120.00	£ -	£ 120.00
	Co-op - Burial Fee	£552.00	£ -	£ 552.00