

NOTICE OF HEMSBY PARISH COUNCIL MEETING

You are hereby summoned to attend the Hemsby Parish Council Meeting at the Parish Office on: **Tuesday 19th November at 7.00pm**
Members of the press and public are invited to attend

Kerrie Wilton

Kerrie Wilton
Parish Clerk

AGENDA

1. ATTENDANCE

To note those present and consider apologies for absence.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS.

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form. You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest, but can speak and vote on the matter. Whenever you declare an interest you must say why the interest arises so that it may be included in the minutes.

3. MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the minutes of the Parish Council Meeting held on 21st October 2019.

4. PUBLIC FORUM

- 4.1 To receive a presentation from Mark Thompson of Collective Community Planning.
- 4.2 To receive reports from County Councillor – Ron Hanton, Borough Councillors – James Bensly and Noel Galer and Police if present.
- 4.3 To receive comments from members of the public, restricted to 5 minutes per person, on matters elsewhere in the agenda. Item to last no more than 20 minutes.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

- 5.1 Council Risk Assessments. Clerk/Cllr Nudd
- 5.2 Bank signatories - Keith Kyriacou to remain, Mike Peake and Tony Bowgen to be removed. Leslie Mogford, Dudley Tucker, Pamela Richmond and Tina Nudd to be added. Update.
- 5.3 Filing Cabinet Keys – Parish Office. Now received.
- 5.4 Unpaid Work Team – update following meeting. Cllr Kyriacou.
- 5.5 Entrance gates to Playingfield. Cllr Kyriacou.
- 5.6 Village Gates/boats/benches Update following highways meeting. Cllr Kyriacou.
- 5.7 Outdoor Gym. Cllr Eden
- 5.8 50/50 Partnership Funding for 2 more SAM cameras – update. Clerk/Cllr Bensly.
- 5.9 Registration of Parish Office. Clerk.
- 5.10 CCTV installation update. Cllr Kyriacou
- 5.11 Binding of Parish Council minutes.
- 5.12 Bin Installation by Bus Stops.
- 5.13 Toilet registration – Kingsway.
- 5.14 Padlock for SAM cameras – update Cllr S Bensly.

Hemsby Parish Council, Parish Office, Kingsway, Hemsby, NR29 4JT
Locum Clerk: Mrs Sarah Hunt Telephone: 01493 719235 Email: hemsbypc@outlook.com

- 5.15 To receive a report of the Climate change, flood & coast Cllr Tucker
- 5.16 Bench near Congregational Church. Cllr Kyriacou.
- 5.17 To note that the telephone box (Kingsway) is due to be removed.

6. CORRESPONDENCE

30/10/2019	NCC re-budget recycling credit fees 2020/21	circulated
28/10/2019	North Quay Supplementary Planning document	circulated

7. PLANNING

Applications for discussion and comment.

7.1 Applications.

- 7.1.1 06/19/0604/F Removal of condition 3 of Planning Permission 06/18/0591/D – Relating to use of caravan no: 97 at Hemsby Belle Aire Ltd, Beach Road, Hemsby, NR29 4HZ.
- 7.1.2 06/19/0407/F Demolition of existing fire damaged property to allow the erection of a replacement single storey dwelling and garage at 4 Ormesby Glebe, Hemsby, NR29 4JA
- 7.1.3 06/19/0513/F Removal of hedge and erection of 1.5M high close boarded fence at Holly Lodge, Mill Road, Hemsby, NR29 4ND

7.2 Decisions

- 7.2.1 06/19/0465/F – Albany, 20 Ormesby Rd, Hemsby, NR29 4LA. Front porch, rear extension and render whole house. Granted.
- 7.2.2 06/19/0510/F – 10 The Paddock, Hemsby, NR29 4HG. Replacement garage and proposed garden room. Granted.

7.3 Neighbourhood Plan Public consultation date Saturday 30th November at 10.30.

7.4 Feedback from meeting with Cllr Adrian Peck, Ormesby St Margaret with Scratby Parish Council.

Cllrs Kyriacou/Bensly

8. YOUTH MATTERS.

- 8.1 Museum Opportunities for young people. Cllr Mogford.
- 8.2 YMCA – to receive quotation.
- 8.3 Youth Council – to consider the creation of a Youth Council.

9. ADMINISTRATIVE MATTERS

- 9.1 To confirm the appointment of Kerrie Wilton as Parish Clerk and sign contracts & confirmation of LGPS membership – resolution.
- 9.2 Freedom of Information Policy to be adopted.
- 9.3 Model Publication Scheme to be adopted.
- 9.4 Email Privacy notice to be adopted.
- 9.5 Social Media & Electronic Communication Policy to be adopted.

10. FINANCIAL MATTERS

- 10.1 To authorise payments as circulated schedule.
- 10.2 To receive bank summary as at 30th October.
- 10.3 Insurance Review. Cllr Nudd
- 10.4 To consider donation to the Village Hall of £39.60.
- 10.5 To consider donation request for Memorial Service reef.
- 10.6 To receive internal audit report.
- 10.7 To review Asset Register.

- 10.8 Expenses Policy to be adopted
- 10.9 Payroll administration.

11. BURIAL GROUND.

- 11.1 To review cost structure and terms.
- 11.2 To note updated version of Burial Ground Regulations November 2019.

12. HEMSBY IN BLOOM.

- 12.1 To receive costings and suggestions. Cllr Richmond.
- 12.2 Plantlife. Cllr Evans

13. KINGSWAY.

- 13.1 CCTV installation – update. Cllr Kyriacou.
- 13.2 Outside office lights – timer – update. Cllr Kyriacou.
- 13.3 LED lights to public conveniences – update. Cllr Kyriacou.
- 13.4 Fire extinguisher needs refreshing (due Jan 19) & PAT testing of electrical items
- 13.5 Future thoughts on use of PC Office Cllr Eden

14. PLAYINGFIELD.

- 14.1 To receive minutes and recommendation following Committee meeting. Clerk.
- 14.2 To receive update on Fire Alarm System work. Cllr Kyriacou
- 14.3 Hemsby Playing Field Play Area & incident of vandalism.

15. FLAGPOLE.

- 15.1 To consider costs and location.

16. CO-OPTION OF COUNCILLORS.

- 6.1 To consider any applications for the position of councillor.

17. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next Meeting: Monday 16th December 2019.