

MINUTES OF HEMSBY PARISH COUNCIL MEETING

Which took place virtually on: **Monday 15th March 2021 7.00pm.**

Present: Cllrs, Kyriacou (Chair), Cllr Bowgen, Cllr Nudd, Cllr Taylor, Cllr Bennett, Cllr S Bensly, Cllr Tucker, Cllr Kern & Cllr Mogford. Cllr Richmond sent her apologies prior to the meeting, apology also sent by GYBC Cllr Noel Galer

Also present GYBC Cllr James Bensly, NCC Ron Hanton

Clerk: Mrs Kerrie Wilton. Fifteen members of the public were in attendance.

1. DECLARATIONS OF INTEREST AND DISPENSATIONS.

- 1.1 Cllr Kyriacou declared an interest in the Playing Field.
- 1.2 Cllr Bowgen declared an interest in the Village Hall, Social Club & Playing field.

2. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 15th February 2021 & 26th February 2021 were agreed as a true and correct record and signed by the Chairman. The Chairman advised the meeting that the statement prepared earlier in the day by the Clerk will be published so that members of the Public can read about the projects that the Parish Council have delivered in the last 14 months & its plans in the short term to further improve the village for all to enjoy.

3. PUBLIC FORUM

- 3.1 NCC Cllr Ron Hanton advised that his regular reports were submitted when appropriate to the clerk, who then circulated them to the Cllrs. He advised that he will provide funding of £1900.00 towards the bus shelter replacement project from his NCC Highways budget.
- 3.2 GYBC Cllr J Bensly advised that the building of the new Marina Centre is coming on well. He thanked all the participants of the survey regarding the future of the Winter Gardens. He mentioned that a new family into the village who live off Yarmouth Rd, have lost their cat, he has their contact details if anyone spots it.
- 3.3 A resident asked about the Parish Councils budget for 2021/22 & again they were advised that this is published on the website. Another resident spoke about why a Clerk was recruited as the Financial Officer but there was now a designated Financial Officer. The Clerk confirmed that although her contract is confidential she advised the meeting that very quickly it became clear that the role was not the part time one that she had been recruited for & as the Parish Council was overdue with some of its financial reporting a second officer was initially brought into assist with those urgent tasks and to enable both of the roles to be fully fulfilled the Parish Council had appointed this person as a separate Responsible Financial Officer for 5 hours per week, so that the parish council has clerical & financial support for 30 hours per week with additional overtime being worked where necessary. Street lights in the village were discussed again following complaints of ones that are not working, the clerk advised that these have been reported with GYBC or NCC as appropriate but as GYBC are currently out to tender to replace the coronet style lights in the northern parishes repairs seem to not be being done.

4. HEMSBY IN BLOOM

4.1 The Chairman of the Hemsby in Bloom group advised they have started work again around the village with the planters & weeding. She advised that she was not happy that the Parish Council had not taken her advice on the Kingsway Island site & had engaged the contractors who did the initial installation to undertake extra visits and some additional planting this year using money that the PC had budgets for and the GYBC BID fund of £2000. The Chairman advised that this was for the one year of the remaining contract with that contractor to tie in with the contract that is paid by NCC rather

than having two contractors working on the same site and that the Parish Council had made that decision for the land that it owns at its February meeting and they were now subject to contract. It was agreed that the Chairman of the Hemsby in Bloom would be invited to the next site meeting when the contractor will be on site to Hemsby in Bloom group would be invited to attend the next site visit to discuss their vision for the site. Cllr Taylor advised the meeting that they are currently ordering plants for the village.

5. NEIGHBOURHOOD PLAN

- 5.1 The Neighbourhood Plan Groups monthly update had been circulated to all Cllrs prior to the meeting. The Co-Chair Tracy Foster advised that the group would be able to include street lighting into the NHP.
- 5.2 It was noted that that Community Liaison Group meeting was held Friday 26 February, they will be holding virtual Village Hall events in late March to discuss the options available for the Bern length & design. The slides have been circulated to all Cllrs by the clerk.
- 5.3 It was agreed that an extra ordinary meeting of the Parish Council is convened & to request the attendance of a representative of GYBC to discuss the roll back project before any more decisions are made without consultation of the residents of Hemsby. **-Action Clerk**

6. CORRESPONDENCE- as circulated during the month.

- 6.1 Cllr Bennett advised that she wished to attend an overview training course suitable for Councillors, the clerk advised that there were courses running with both NALC & NPTS & she would liaise with Cllr Bennett to find a suitable one. **-Action Clerk**

7. ADMINISTATIVE/DAY TO DAY MATTER

- 7.1 The contents of the Clerks report was noted.
- 7.2 Cllr Nudd & Cllr Taylor to update on the Speed watch initiative, they have been unable to attract any further members, during the update a member of the public attending the meeting offered to join them, however they still need another person to join them to make the scheme possible.
- 7.3 A verbal report was from Cllr Bennett to discuss summer events at the Playing field, she is looking to draw up an annual programme of events ranging from sporting ones, to educational & advice for residents on fostering. She will need other Cllrs to support this & Cllr Nudd offered to assist.
- Ongoing Cllr Bennett & Cllr Nudd
- 7.4 The meeting was advised that the Parish Council has not yet been notified if its Norfolk County Council Parish Partnership bis has been successful for the bus shelter replacement project.
-Ongoing
- 7.5 It was agreed to hold the Annual Parish Council Meeting & Annual Parish Assembly on Wednesday 5th May 2021, as the current ability to hold virtual meetings expires on 7th May 2021. Organised Groups from the village will be invited to submit a short written report or deliver a verbal one if they wish. **- Action Clerk**
- 7.6 The re-opening the Public Toilets after 12th April 2021 was discussed it was agreed that a following a deep clean in the days prior. An opening ceremony & attendees to be arranged.
-Action Clerk
- 7.7 It was agreed to the re-opening of the Outdoor Gym from 29th March 2021. The Clerk will share the weekly inspection checklists with Cllr Bowgen & Cllr Kern as they have recently undergone the training.
-Action Clerk
- 7.8 The re-commencement of the car boot sales from 14th April 2021 was agreed in line with government guidance. **- Action Clerk**
- 7.9 It was agreed that the football club could restart using the Playing field from 29th March 2021 in line with government guidance. Their request for a reduced donation for the 2nd half of the 2020/21 season was considered, but it was agreed that this would not be possible. **- Action RFO**
- 7.10 It was agreed to the restarting of letting playing field from 29th March 2021 in line with government guidance.
-Action RFO

- 7.11 Operation 'London Bridge' was discussed & it was agreed that a folder be purchased with blank paper, rather than purchasing a condolence book with several hundred pages & the pavilion be made available for the signing of a book of condolence should the need arise. The webpages would also be updated at the time as well as the cancelling of any scheduled Parish Council meetings. **-Action Clerk**
- 7.12 It was agreed to update the Burial Ground Regulations Policy, the Clerk will circulate it to all funeral directors & stone masons. **-Action Clerk**
- 7.13 The appointment of Cllrs to Personnel Committee were confirmed as Cllr Tucker, Cllr Bennett & Cllr Richmond. **- Noted**

8. FINANCIAL MATTERS

8.1 The Payment schedule was agreed as circulated as the total payments of **£8551.63 (plus an additional £500 see item 8.3)** the clerk advised that the invoice presented last month to install electricity into the Phone box for the defibrillator was withdrawn & therefore not paid. The receipts of **£8,402.48** were noted, with pending receipts of **£10,595.00**

The bank summary was received & accepted as at **31st January 2021** totalling **£64,934.71**;
 Hemsby Parish Council savings account (Barclays) **£36,256.47**
 Hemsby Parish_Council current account (Barclays) **£4000.00**
 Hemsby Parish Council Unity Trust current account **£2,624.28**
 Hemsby Parish Council Unity Trust deposit account **£22,210.00**
£18,858.92 free funds were noted as at 28th February 2021.

- 8.2 The commercial leasing the Parish Office building was reviewed & the draft contract & particulars received had been circulated to all Cllrs prior to the meeting & it was agreed that they should be signed by the Chairman on behalf of the Parish Council. The Clerk advised that the estate agent's colleague has confirmed that due to the size of the building an energy performance certificate was not required. **-Action Chairman**
- 8.3 The Norfolk Community Response Fund Grant advised that they had expected the funds to have been spent by this point in the year, the clerk advised them that there had been difficulties in getting the £500 to the food bank but they are now in the process of opening a bank account. The Bank details for the Hemsby Poor's Trust had been received just prior to the meeting so that these will be added to the payments to be made this month so they can now be paid the remaining £500. **- Action RFO**
- 8.4 It was agreed to engage Target trees to complete all of the remaining works required as by the tree report commissioned at a cost of £2,400.00 for all sites as they have been the only company prepared to take on the amount of work required. **-Action Clerk**

9. PLANNING

9.1 Applications received which have already been responded to:

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- 9.1.1 **06/20/0669/LB** The Lodge Hall Road Hemsby - Listed building consent to convert downstairs toilet into a shower room with associated works. **No objection**
- 9.1.2 **06/17/0540/O** Martham Road, Hemsby- Proposed development of site. The previous Parish Council **objections** to this application were re-submitted by the Clerk to the Planning Inspectorate (**APP/U2615/W/20/3262258**).
- 9.1.3 **06/20/0693/F** The Bakery, The Street Hemsby - Variation of Condition 2 of pp. 06/19/0719/F - Changes to internal layout and front elevation. **No objection**
- 9.1.4 **06/21/0037/F** 4 The Paddock, Hemsby - Proposed front facing extension & entrance porch. **No objection.**

9.2 Planning application decisions issued by GYBC:

9.2.1 **06/20/0621/F** 4 Hall Close, Hemsby – Retrospective application for single storey rear extension – **Approved.**

9.3 Consider Planning applications circulated and requiring decisions:

9.3.1 **06/21/0068/F** Field View North Road Hemsby - Proposed single storey front extension; Changes to facade, proposed single storey side extension; Conversion of garage to provide accommodation; Proposed two storey rear extension, and associated demolition works and landscaping. The Parish Council wished to submit **no objection** to the application.

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

ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next Meeting: 19th April 2021

Meeting closed 20:55

Signed.....

Dated.....

DRAFT