

Hemsby Parish Council

Minutes of Meeting held 17th December 2018

Minutes of the Parish Council Meeting Monday 17th December 2018 at 7.00 pm in the Parish Office, Hemsby.

Present:

Chairman: Terry Barnes Clerk: Elaine Galer Borough Councillors: Noel Galer, James Bensly

Parish Councillors: Scott Bensly, Tony Bowgen, Keith Kyriacou, Noel Galer, Lesley Mogford, Pam Richmond

Public: 1 member of the public was in attendance

Meeting Declared open at 7.00 pm

1. *Public Participation*

1. *Reports from County Councillor, Borough Councillors, and Police*

PC Gary May left leaflets re Community Speedwatch. He reported that crime in the area was very low. There was one act of arson, the landowner had been contacted. The person responsible for the security of the site had also been contacted and stated that inspections of the fence occurred to ensure access was secure. Newsletters were to be distributed shortly – these will be available on the website shortly. The priority for the area (after consultation with the SNAP meeting) was speeding tractors in the villages.

County Councillor Ron Hanton was unable to attend the meeting, but his newsletter had previously been distributed to councillors. This would be available on the website.

Borough Councillor James Bensly had previously sent out an email giving his report. He mentioned that Hemsby Action Group had set up a petition regarding the ex-Pontins site. He thanked Councillor Scott Bensly for his work re aligning the blocks on the beach.

Gary May discussed the parking problems at Rollesby School. A meeting was to be held the following evening. Leaflets had been given out to parents at the school asking them to park further away from the school, although parking on the painted lines was not enforceable at the present time. The police are unable to enforce parking restrictions on double yellow lines / markings etc. This is a civil offence and comes under the jurisdiction of the Borough Council. This is a borough wide problem. He had also spoken to the member of the public who had made accusations at the previous meeting and advice had been given to them.

Councillor Noel Galer mentioned that the consultations regarding the Local Plan would be considered by the first quarter 2019. Although the Local Plan would not be in place for some time, the option to submit comments was very short-lived. He explained the process and those involved with this.

2. *Questions/Comments from The Public* – none received

3. *Receive Apologies for Absence* - County Councillor Ron Hanton, Councillors Caz Eden, Charlotte Hill and Ian Brennan had been unable to attend. These apologies were accepted. Vice Chairman Mike Peake had retired from the council as of 15th December 2018. Councillor Leslie Mogford asked that a letter of thanks be sent to Mike Peake thanking him for his work with the council.

4. *Receive Declarations of Interest in items on the agenda and requests for dispensations* – none received

5. *Approval of Minutes of Parish Council Meeting held 19th November 2018* - It was proposed that the Minutes of the Meeting held 19th November 2018 are a true and accurate record. Proposed Councillor Tony Bowgen, Seconded Councillor Scott Bensly, All in Favour.

6. *Chairman's Report* – Chairman Terry Barnes said he had been at a meeting with East Coast partnership and Save Hemsby Coastline. (SHC). SHC had agreed to spend £6,000 to realign the blocks on the beach. On 3rd December, at a meeting of the Winterton/Scratby/Hemsby Liaison group meeting, GYBC offered to contribute 50% of this cost. Rock berms have been agreed as the preferred solution. This is a 10-20 year option and will be used as a precursor to the 'Rolls-Royce' version which is fish tail groynes. On the 5th December he attended a meeting with Friends of Hemsby Primary School and was selling raffle tickets at the bakery. Another meeting was attended with SHC, GYBC and Brandon Lewis.

7. *Vice Chairman's Report* – not in attendance

8. *Items reported to Parish Councillors during the month*

Councillor Pam Richmond expressed concern that the 'Our Bus' service was to be removed. Parking problems are created by people using the bus as they park their cars whilst going out for the day via the bus. It was suggested that parking at the playing field should be used as this would free up spaces in the centre of the village. It was discussed that it would be ideal if the bus service could be rerouted to stop near the playing field. County Councillor Ron Hanton was already looking in to this. Borough Councillors James Bensly and Noel Galer would pursue this with GYBC.

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9. Committee/Councillors Reports

1. *Bloomin' Hemsby* - Councillor Leslie Mogford reported that Community Payback team had cleared an area of the Kingsway. Further work was required to continue this. On the opposite side of the road, it had been estimated that a further 2-3 days work was required to cut back overhanging trees / hedges. Funds would not be available in this financial year, but hopefully this would be looked at again after the bird nesting season. NCC had already undertaken some clearance of this. Identification of the land ownership was still required before this work could be completed as there are several boundary fences in place.
2. *Neighbourhood Plan* – Councillor Leslie Mogford explained that work was progressing well. A grant application had been put in place to employ a professional to assist with this, but no update had been received.
3. *Village Hall* – Councillor Tony Bowgen reported that all was well. The Christmas tree had been installed at a cost £600-700. He asked if a permanent tree could be planted to minimise this annual cost and if the Parish Council would be prepared to help financially. There was general agreement that this would be a cost saving exercise and he was instructed to get quotes. He also reported that the Social Club had recently installed a CCTV system. There are 3 spare ways on this and wondered if they could be of use to overlook the playing field. A camera could be mounted on the gable end of the village hall at the cost of £300. A quote would be obtained. At the end of January work would start on refurbishing the toilets.
4. *Playing Field / Pavilion* - Councillor Keith Kyriacou reported that Elaine Galer has been appointed secretary and a new treasurer had also been appointed. A meeting was held with a potential grass cutter for next year and seemed satisfactory.
5. *Patient Participation Group* - Councillor Pam Richmond reported that the next meeting was in January 2019
6. *Save Hemsby Coastline* – Chairman Terry Barnes reported that, following on from the meeting with Brandon Lewis, planning permission would be the next requirement for coastal defences. It had been advised that a community plan would be needed in order to obtain the required funding.
7. *School Governor's report* – Councillor Keith Kyriacou reported that a new headmaster would be starting at Easter, the existing headmaster was leaving at the end of term with the deputy headmaster in place until Easter.
8. *Risk Assessments* - Chairman Terry Barnes had noted that where the work was being done on the substation on the playing field, a large gap in the fence had been left which could allow access to the substation. This is to be followed up.
9. *Draft Local Plan* – Non-determination of the Pontins application was discussed in association with the allocation in the Draft Local Plan

10. Clerks Report

1. *Change to Election Cycle* – the proposal had previously been distributed to councillors. There are 2 options – a 4-year cycle or a 3 year cycle. The clerk recommended that the 1st option be selected, to bring the cycle in line with the Borough. Councillor Keith Kyriacou proposed this, seconded Councillor Pam Richmond. All in favour.
2. *Update on Diana Seat / Memorial Garden*. The clerk had written to the registered owners, who had then passed it to their solicitors. The solicitors had advised that the property was again up for Auction. Further options were discussed. This needs to be followed up. Councillor Keith Kyriacou proposed this, seconded Councillor Leslie Mogford. All in favour.
3. *Should Hemsby Parish Council consider identifying and registering Assets of Community value?* The clerk explained how this worked and suggested that this should be applied to all suitable assets in the village. The list is maintained by GYBC. Councillors are to advise suitable properties.
4. *Faults report* - A letter has been received from a parishioner who had tripped on an uneven pavement in North Road. The clerk to identify the problem and report the problem to NCC. The spreadsheet is being maintained. A light in the Burial ground car park was not working and had been reported.
5. *Bills to be paid* - these had previously been distributed to Councillors. A petty cash account has now been set up and is being maintained by the Clerk. One of the SAM signs is not working. Councillor Noel Galer to investigate but this may need to go back to the supplier. Norse has still not issued the refund as promised. The account is still on hold. A statement has been requested. An audit trail via email was being maintained re this matter.
6. *Financial Statement for November 2018* – agreed as previously distributed.
7. *Update on submission for the Parish Partnership Initiative* - the clerk had looked at the possibility of installing a zebra crossing near the school but had been advised that this would cost £60 – £80,000. This was then rejected, and the Villages entrances were looked at. The clerk had discussed this with highways and a bid had been submitted for £10,000 to cover various gateways, updated road markings etc.

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8. *Update on Freedom of Information Request* – this had been refused as it was determined by the clerk as a ‘fishing request’. The full explanation had previously been distributed to councillors. This request had highlighted various problems with emails as used by councillors. It was felt that in future the @hemsbyparishcouncil.org.uk email addresses should be used. Various options were discussed, and it was proposed that a retention policy (12 months) be put in place. Councillor Keith Kyriacou proposed this, seconded Councillor Leslie Mogford. All in favour.
9. *To consider and decide grass cutting contractor for next season* - an additional meeting had been held at the playing field in order to discuss additional requirements for the football pitches. These would need to be done twice a year. It was proposed that this quote be accepted Councillor Noel Galer, seconded Councillor Leslie Mogford. All in favour.
10. *Roles and Responsibilities regarding the Burial Ground and car park* - It was agreed that the car park should be closed during the duration of a funeral. The clerk had arranged the following: The car park will be unlocked in the morning, but left closed with a sign displayed re the funeral. The gravedigger is happy to go in prior to the funeral/interment, closing the gates behind them. The funeral directors have agreed to open the gates themselves, leaving them open after they exit the funeral. All councillors were in agreement with these arrangements.
11. *Update on maintenance of defibrillators in village*. The clerk had been in touch with the supplier. Service contracts are not required. Councillor Tony Bowgen suggested that a map is produced, showing the location of the defibrillators in the village. Clerk to follow up with supplier.
11. *Final proposals and costings to be included in next year’s budget*. Various options were suggested, but no firm proposals are available. It was agreed a further meeting was required
 1. *Arrange meeting to decide budget* – January 8th 2019 at 7pm.
12. *Proposal for Printer for the Parish Office* – This has been recently installed and would be available to groups in the village. Final set up will be undertaken shortly. A folder / stapler option would be added at a later date to aid the production of a newsletter.
13. *Planning*
 1. *Applications received* –
 - i. *06/18/0647/F – extension and garage conversion Field View, North Road* – no objections
 - ii. *06/18/0651/F – extension – Holly Lodge, Yarmouth Road* – no objections
14. *Further comments from Members of the Public* – none received

The clerk thanked Gill for the additional work she had undertaken as an emergency when the toilets had been flooded. Councillor Noel Galer also commented that the extractor fan was not working – a cover was required.

Meeting closed 9pm