

MINUTES OF HEMSBY PARISH COUNCIL MEETING

Which took place at Hemsby Pavilion, Waters Lane on: **Monday 16th May 2022 7.35pm**

Present: Cllr Kyriacou (Chair), Cllr Taylor, Cllr S Bensly, Cllr M Kern, & Cllr Bennett, Cllr Mogford arrived at 8:20

Apologies received from Cllr Chilvers, Cllr Tucker, Cllr Bowgen, Cllr Cook. GYBC & NNDC Cllr James Bensly & GYBC Cllr Noel Galer.

Clerk: Mrs Kerrie Wilton

Four members of the public were in attendance.

1. Keith Kyriacou was elected to the position of Chairman

2. Scott Bensly was elected to the position of vice-chairman

3. DECLARATIONS OF INTEREST AND DISPENSATIONS.

- 3.1 Cllr Kyriacou declared an interest in the Playing Field & Football Club & item 10.8 & 11.3.2.
- 3.2 Cllr Taylor declared an interest in the Hemsby in Bloom.
- 3.3 Cllr Kern in item 12.1 Parish Office letting.

4. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 25th April 2022 were agreed as a true and correct record and signed by the Chairman.

5. PUBLIC FORUM

- 5.1 Cllr James Bensly & GYBC Cllr Noel Galer were not present.
- 5.2 Member of the public mentioned an overgrown bush at the edge of the pavilion.
- 5.3 Member of the public spoke about the lack of Youth Provision. The clerk reported that this is something that we are still trying to get engagement with providers.
- 5.4 Tina Nudd thanked the clerk for the extra work that has been undertaken for the Jubilee events.

6. HEMSBY IN BLOOM

- 6.1 A report had been supplied as part of the Annual Parish Meeting just prior to this meeting.
- 6.2 Cllr Taylor reported today they started the final push for the Jubilee garden, landscaping & plants. Later in year there will be more planting.
- 6.3 Cllr Kyriacou proposed that the group have the pavilion free of use on the Friday 3rd June 2022 for this one off event, this was unanimously agreed.

7. NEIGHBOURHOOD PLAN

- 7.1 The Chairman advised that the Parish Council have today started the reg 14 consultation of the pre submission draft of Hemsby Neighbourhood Plan that runs from 16th May to 26th June and can be viewed at the VH and 3 dates at the Pavilion Sat 21st May 11-2pm, Weds 8th June 6-8pm and Fri 24th June 11-1pm and online on PC site or NP fb page. Parish councillors and members of the steering group will attend to show you the plan and answer any questions you may have. There will also be a leaflet delivered to every household explaining how to view the plan docs and give your opinions in the survey This is the time for all resident's businesses and those with an interest in Hemsby to give their views on the plan that we have spent over 2 years preparing, collating evidence and opinions of the village. Letters have been issued to over 30 stakeholders today by the clerk using the approved list supplied by the consultants, other local landowners & interested parties have also been sent a letter.

7.2 It was agreed to ratify the return of the unspent grant of £5542.27 to Locality on 9 May 2022, in order that the 2022/23 application can be made & to receive Tracy Foster thanked the clerk & RFO for getting this done. She mentioned that there was a delay in getting the bank payment setting up & this caused a delay. It was also noted that additional leaflets (300 cost £36) & banners (2 x cost £63.90) were purchased today by the clerk, these will be ratified at the June Parish council meeting as they were not included on the agenda for this meeting.

8. CORRESPONDENCE- as circulated during the month.

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

9. ADMINISTATIVE/DAY TO DAY MATTER

9.1 The contents of the Clerks report were noted.

9.2 Cllr Taylor to provide update on Speed Watch project, training about to start, one of the volunteers has left, the clerk has shared the information on the Parish Councils Facebook page to try & recruit more volunteers.

9.3 To receive & consider the findings & recommendation from the Events committee meeting on 5th May 2022 (draft minutes have been circulated).

9.3.1 It was noted that Cllr Angie Bennett was elected as the Chairman of the group.

9.3.2 It was noted that information gathering is still underway by Tina Nudd for a potential Community Café. However since that meeting It has been confirmed by NALC that as HPC no not hold them General Power of Competence, nor are they eligible for it, they are prohibited by laws from running a Café. This situation may change depending on the number of PC Cllrs elected at the May 2023 elections.

9.3.3 Further wreath making workshops will hopefully be held.

9.3.4 The Easter egg trail winners had collected their prizes & letters of thanks for prize donations have been issued since the meeting.

9..3.5 Hopefully the 'Mind' event can be re-run in the future, possibly alongside the proposed community café or as a coffee morning

9.3.6 It was agreed for children's face painter to be booked (free for attendees) £140, a band has offered it services free of charge, purchase of bunting up to £250, three event banners up to £120, craft activities to be run in the marquee, Cllr Bennett to make & provide free children's party bags using donated supplies. Marquee has been booked. Social club to provide electricity feed & it is hoped that the external socket will be installed at the pavilion shorty as previously agreed. First aider has been assigned, public use toilets identified, car parking, schedule of events & field layout still being worked on. Event risk assessment in progress. Waste management on the day will be dealt with by the issue of black bin bags to attendees & stall holders will be asked to take theirs home. It was agreed to run a raffle on the day prize donations to be sought.

9.3.7 It was agreed that local charity stalls would not be charged a fee & less local charities by the discretion of the committee on an individual basis

9.3.8 TENs notice has been applied for from GYBC & paid.

9.4 The email received from the Responsible Financial Officer (RFO) to rescind her resignation was discussed & it was agreed, the request to change her notice period to one calendar month was also agreed.

9.5 The outstanding Cllr feedback on the asset register items is still ongoing & feedback to be sent to the clerk.

9.6 It was noted that the football club's have expressed their dissatisfaction that the Parish Council's insurers will not permit the storage of their ride on mower in the external locker. They they have

found a solution & it will be re-housed into a Football club members garage. They may come to us at a later date for an additional provision on site.

9.7 It was noted that GYBC have renewed their Public Space Protection Order 1 of 2016 in May 2022.

9.8 The Complaint received about the historic sign on entrance to Hemsby Beach about dogs & horses was discussed as GYBC have now responded, It was agreed that this will not be removed.

10. FINANCIAL MATTERS

10.1 The Payment schedule for May 2022 was agreed as circulated & the bank statements were accepted, the total payments of **£16,013.77** with the addition of £720 for the Jubilee Marquee (to be paid 6/6/22) & £250 to Dom Uppiah (performer for the jubilee to be paid 6/6/22) (both received as late invoices but accepted by the Cllrs present as payable), receipts of **£3,870.00** were noted, with pending receipts of **£346.57**.

The bank summary was received & accepted as at **30th April 2022** totalling **£175,228.26**

Hemsby Parish Council savings account (Barclays)	£47,866.61
Hemsby Parish_Council current account (Barclays)	£4,000.00
Hemsby Parish Council Unity Trust current account	£15,490.99
Hemsby Parish Council Unity Trust deposit account	£108,164.35

Free funds £39,979.32 (as this is the start of the financial year)

10.2 Cllr Kyriacoun in Cllr Bowgen's absence confirmed that the new batteries for the SAMS2's have been ordered, it was hoped that they will be back in action soon.

10.3 The Insurance renewal quotations received were discussed & it was agreed to proceed with BHIB the current insurers. **-Action Clerk/RFO**

10.4 To note that the Finance Committee is now due to be held on Tuesday 7th June 2022, due to lack of agreeable dates by the Committee members. Cllr Bowgen has also agreed to join the Finance Committee so that the next meeting can go ahead.

10.5 The Parishioner request received in April that the Parish Council host a clothing bank for the East Anglian Air Ambulance was discussed & it was agreed that one should be ordered & placed in the Burial Ground car park. **-Action Clerk**

10.6 It was agreed to obtain a quotations to remove the algae from the Bus Shelters in order that wood preserver can be applied. **- Action Clerk**

10.7 It was agreed to obtain quotations for the replacement of the roadside Playingfield fence. **- Action Clerk**

10.8 The quotation received to install small floodlights with PIR's at the entrance to the pavilion & public toilets in an attempt to kerb ASB was agreed. Cllr Kyriacou did not take part in the discussion.

11. PLANNING

11.1 Applications received which have already been responded to:

11.1.1 **None**

11.2 Planning application decisions issued by GYBC & NCC:

11.2.1 **None**

11.3 Consider Planning applications circulated and requiring decision:

11.3.1 **06//22/0221/VCF** - Branton House North Road Hemsby, Variation of condition 12 of pp 06/21/0207/F - Sub-division of garden to form three plots for two bungalows and detached house and garage -To retain only tree T1 and fell trees on north boundary due to poor condition. At the last meeting the Parish Council wished to see the report of the independent arboriculturist, GYBC were advised & they have extended the deadline for response to

23/5/2022. The document was still outstanding at the time of the meeting, the Clerk will continue to monitor the GYBC Portal. The Parish Council wish to objection to the application as they are concerned that the property has already been built against one of the trees & no evidence has been provided that it is diseased or infected. -Action Clerk.

11.3.2 **06/22/0240/F** Land Rear of 16 Mill Road (off Summerfield Road) Hemsby Proposed construction of 2 detached bungalows with garages. Response due by 17/5/2022. Cllr Kyriacou did not take part in the discussion. It was agreed that No Objection will be submitted to GYBC. Cllr Mogford arrived in time to take part in this debate. **-Action Clerk**

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

12. 12.1 Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of proposals for an update on the Parish Office letting, it was agreed to offer the business to Deli-licious & it was agreed to notify the letter agent to request an application fee £500 from the applicant due to so many false starts of this letting, if successfully filled we will deduct it from first months rent. (shown on the agenda as item 8.2)
(2).(1)Public Bodies (Admission to Meetings) Act 1960(2)Local Government Act 1972 s 228.

13. Next Meeting: Full Parish Council Meeting on Monday 20th June 2022 7.30 pm 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.
Air Ambulance Clothing bank.
Costing for Solar SAM2 sign.
Office letting proposals.
Quotations received for Playingfield fence.
Quotation to repair pavilion flooring.
CLT Trustees

Meeting closed **8:45 pm**

Payments for Hemsby Parish Council May 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 minus £60.31 overpayment April	£ 1,544.65	£ -	£ 1,544.65
BACS	Salary C Moore - 5 hours/week @ SCP26 plus expenses	£277.69	£ -	£ 277.69
BACS	Salary P Filmer - 16 hours/week @ £9.50/hour plus expenses	£658.67	£ -	£ 658.67
BACS	HMRC PAYE	£ 595.32	£ -	£ 595.32
BACS	Norfolk Pension Fund	£ 727.40	£ -	£ 727.40
DD	Norse - Burial Ground Bin	£ 53.95	£ 10.79	£ 64.74
DD	Lloyds - Purchasing Card (NHP Expenses & Ranger Equipment)	£ 174.53	£ 17.93	£ 192.46
BACS	Garden Guardian - Grounds Maintenance	£ 1,062.38	£ 212.48	£ 1,274.86
BACS	James Charlton - Pavilion Cleaning	£ 220.00	£ -	£ 220.00
BACS	GYB Services - Dog Bin Emptying	£ 162.24	£ 32.45	£ 194.69
BACS	JG Services - Grave Digging	£ 280.00	£ -	£ 280.00
BACS	Andrew Miller - Jubilee Entertainer	£ 400.00	£ -	£ 400.00
DD	Groundworks - Return of Neighbourhood Plan Grant	£ 5,542.27	£ 11.70	£ 5,553.97
BACS	EN Graphics - Car Park Sign	£ 16.00	£ 3.20	£ 19.20
BACS	Caloo - Adult Gym Repairs	£ 295.00	£ 59.00	£ 354.00
BACS	Hugh Crane - Cleaning Materials	£ 34.95	£ 6.99	£ 41.94
DD	URM - Recycling	£ 54.40	£ 10.88	£ 65.28
BACS	Hayley Bird Art - Jubilee Entertainment	£ 140.00	£ -	£ 140.00
BACS	Macie Lewis - Jubilee Entertainment	£ 50.00	£ -	£ 50.00
BACS	East Anglian Play Bus Co - Jubilee Entertainment	£ 333.33	£ 66.67	£ 400.00
BACS	Splats Circus - Jubilee Entertainment	£ 360.00	£ 72.00	£ 432.00
BACS	Daniella Beck - Jubilee Entertainment	£ 100.00	£ -	£ 100.00
BACS	Hazel Louise - Jubilee Entertainment	£ 100.00	£ -	£ 100.00
BACS	K Wilton - High Viz Vests	£ 10.00	£ -	£ 10.00
BACS	BHIB - Insurance	£ 2,298.96	£ -	£ 2,298.96
				£ -
	Total	£ 15,506.69	£ 507.08	£ 16,013.77
	Overdue/Outstanding invoices			£ -
				£ -
		£ -	£ -	£ -
	Receipts since last meeting (16/04/2022 - 09/05/2022)			
	Jubilee Trade Stands	£135.00	£5.00	£ 140.00
	Burial Ground Fees	£3,300.00	£0.00	£ 3,300.00
	Pavilion Hire	£200.00	£40.00	£ 240.00
	Events Income (Wreaths)	£158.33	£31.67	£ 190.00
				£ -
		£3,793.33	£ 76.67	£ 3,870.00
	Pending Receipts (at 09/05/2022)			
	Richardsons - Bunting	£288.81	£ 57.76	£ 346.57
				£ -
			£ -	£ -
		£288.81	£ 57.76	£ 346.57

To be paid 06/06/22
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