

DRAFT MINUTES OF HEMSBY PARISH COUNCIL MEETING

Which took place at the

Parish Office on: **Monday 16th March 2020 at 7.00pm**

Present: Cllrs, Kyriacou (chair), Cllr Bowgen, Cllr Nudd, , Cllr Tucker, Cllr Taylor, Cllr Bensly, Cllr Mogford (arrived during the meeting).

Clerk: Mrs Kerrie Wilton

4 members of the public were in attendance.

1. ATTENDANCE

Apologies were received and accepted from Cllr Bennett & Cllr Richmond .GYBC Cllr James Bensly, NCC Cllr Ron Hanton, GYBC Cllr Noel Galer

2. DECLARATIONS OF INTEREST AND DISPENSATIONS.

Cllr Taylor declared an interest in Planning application 7.1.1 due to her being an employee of the applicant.

3. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council Meeting held on 17th February 2020 were agreed as a true and correct record and signed by the Chairman.

4. PUBLIC FORUM

4.1 A written report from County Councillor – Ron Hanton was read aloud.- copy attached.

4.2 Jane Biggs from Heart to Heart Norfolk was present, she wished to ask the Parish Council why they had chosen to use the newly adopted BT Phone Box as a book library when these have been shown to be an ideal location for a Defibrillator. She advised that she has recently installed one at a neighbouring Village & the design of the phone box makes it ideal to protect it from the corrosive sea air. She is prepared to provide a defibrillator to The Parish Council free of charge if they will agree to site it in the phone box & install the 13amp power supply. It was agreed to discuss this kind offer at the April 2020 meeting.

Cllr Leslie Mogford joined the meeting he advised that he had just come from a meeting at GYBC & that they had resolved to cease holding meetings due to the Covid-19 outbreak.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

5.1 Entrance gates to Playingfield. Cllr Bensly reported that this is ongoing, the clerk reported that she had forwarded the contact details of a company who manufacture the grid drainage system.

-Action Cllr Bensly.

5.2 Village Gates are on order & the Clerk advised that this are still on order with NCC. **-ongoing**

5.3 Boat planter at North Road due to be sited by end of February. **-ongoing**

5.4 Registration of Parish Office & Toilet, the Clerk reported that the registration papers have been sent to The Land Registry & await a response. **- ongoing**

5.5 Binding of Parish Council minutes, Clerk reported that this has been done & they are awaiting collection, they will be taken to the Norfolk Archive Office on the day of collection. – **Action Clerk**

5.6 Operation London Bridge, the Clerk reported that Father John has not been able to get any advice from the Norfolk Diocese on the matter. **- noted**

5.7 The Flag was present to ST Marys The Virgin Church on Sunday 15th March 2020 .Cllr Bowgen, Cllr Kyriacou, & Cllr Taylor attended. Mrs Powell's (Church warden) has sent a letter of thank you & has since reported that a recent report on the structure of the tower has stated that it can no longer be used without major work being carried out.

Hemsby Parish Council, Parish Office, Kingsway, Hemsby, NR29 4JT

Clerk: Mrs Kerrie Wilton Telephone: 01493 719235 Email: hemsbypc@outlook.com

5.8 Update of VE celebrations & Fly pass in absence of Cllr Bennett the clerk read the report that had been received regarding the cost of the fly pass & the possibility of bunting being installed in the village. Cllr Bennett will provide further costings to the next meeting. It was also queried if any other neighbouring coastal parishes were contributing – **Action Cllr Bennett.**

5.9 The request from Cllr J Bensly to consider changing the name of the Parish Council to Hemsby & Newport Parish Council was discussed following the advice he had received from GYBC. It was agreed that the Parish Council did not wish to pursue this any further and it was discussed installing a noticeboard on Newport Road to assist with engagement with residents. - **ongoing**

5.10 Update on footpath links to neighbouring villages, none available at the time of the meeting. - **ongoing**

6 CORRESPONDENCE

3/2/2020	Clerk reported the poor state of the children's play area on Barleycroft & waste land on Haycroft to GYBC	Await response, chased again 4/3/2020
Lighting/highways reported as faulty	<ul style="list-style-type: none"> -Entrance to Barleycroft footway off Kingways -Light above give way sign at Crossroads/The street/Ormesby Rd/Yarmouth Rd (outside post office) -Traffic island at Newport Rd junction. -light above one-way sign at Kingways -Broken Kerb at Common Road - Missing roadway lights at Kingsway -Damaged Highways barrier post on The Street -Pot hole at Kingsway bus stop - Hole at Newport junction/footway, reported as urgent on 21-2-2020 -Street Light on Martham road – reported 29/2/2020 - Damage to crossways roads at Village Sign – reported to ranger 4/3/2020 	Ongoing Clerk
11/2/2020	Email received from Anne Casey NNDC Coastal Adaptation Officer, discussing adding a levy to the village precept. She has requested a meeting with PC after 19/3/2020.	It was agreed that The Clerk should agree to holding a fact finding meeting – Clerk to Action
19/2/2020	Norfolk County Council Budget setting	Circulated
29/2/2020	Corona virus guidance from Norfolk County Council	Circulated & added to our Website.
	Complaint regarding overgrown hedge on Winterton Road	Need to trace the land owner
25/2/2020	Email of thank you from Locum clerk Sarah Hunt for the gift voucher	Noted
26/2/2020	Cllr Tuckers advised that he will be representing HPC for Hemsby & Winterton Community Liaison Group at our next meeting the DEFRA Offices in Nobel House, Westminster on 31 March 2020.	Circulated
28/2/2020	GYBC advised of the Publication of the Final Draft Local Plan Part 2 (Regulation 19	circulated

	Proposed Submission Version) Representations Period: 28 th February – 23 rd April 2020	
2/3/2020	GYBC agenda for Parish Liaison Meeting, Monday 9 March at 7 pm in the Supper Room, Town Hall	circulated

7 PLANNING

7.1 Applications received for discussion and comment

- 7.1.1 **06/20/0039/O** Development of land to create detached 3 bedroom chalet style bungalow at 10 Beach Road (Land at) The Stables Hemsby NR29 4HJ. **Objection to this application on the basis that this is over development of the site, poor access using the existing narrow road of Homestead Gardens.**
- 7.1.2 **06/20/0056/PAD** Prior approval for a proposed change of use - from A1 shop to A5 bakery and hot food takeaway at Hemsby Beach Holiday Village Hemsby Beach Pound Shop Beach Road Hemsby GREAT YARMOUTH NR29 4HS. **No objections to the application & note that work has already been started on this site & external signage has already been erected.**
- 7.1.3 **06/20/0060/F** Proposed single storey dwelling to replace previously demolished dwelling at Vera Rose ,11 Ormesby Glebe, Hemsby. **No objections to the application, but they have concerns over the accessibility to the site.**
- 7.1.4 **06/20/0061/F** Construction of single storey timber framed cabin to serve as a sales office & housekeeping store at Belle Aire Holiday Park, Beach Rd, Hemsby. **No objections to the application, but would like it to be conditioned that this could not be used as either residential or holiday accommodation in the future**
- 7.1.5 **06/20/0064/F** Variation of Condition 18 of PP 06/12/0562/F & PP 06/17/0367/F & 06/19/0385/F existing holiday accommodation can be occupied during the period 7th February in any year to 7th January the following year at Hemsby Beach Holiday Park, Beach Road, Hemsby. **Objection to this application at they feel that this could lead the site away from being seasonal & becoming an all year round site.**
- 7.1.6 **06/20/0068/F** Demolition of existing timber frame residential dwelling & replacement with a park home at 2 South Road, Ku Ry Tin, Hemsby. no objections to the application

7.2 Decisions Received

- 7.2.1 **06/19/0657/F** Retrospective application for greenhouse in rear garden at 18 Fakes Road, Sherryann, Hemsby, NR29 4JL – **Granted**
- 7.2.2 **06/19/0719/F** Conversion of ground floor shop to 2 self contained holiday accommodation: reconfigure 1st floor into 3 self contained holiday units at The Bakery, The Street, Hemsby. - **Granted**
- 7.2.3 **06/19/0718/F** Variation of condition 2 of planning permission 06/19/0332/F width of building to be reduced. At Hemsby Lifeboat Station, Beach Road- **Granted**
- 7.2.4 **06/19/0711F** Sub Division of garden to form plot for a detached 2 bedroom bungalow at La Marina, Yarmouth Rd, Hemsby. **Granted.**

7.3 **NEIGHBOURHOOD PLAN-** The Clerk & Cllr Nudd updated the meeting that a gathering had been held with a handful of members of the Neighbourhood Plan Group (residents of the parish), The Clerk & Cllr Kyriacou. The terms of reference had been agreed & signed. It had been agreed that the group could have the use of the pavilion, fitting around the existing regular hirers. The Clerk would be able to assist with copying documents etc. The group advised that they would be holding interviews with Neighbourhood planning consultants to engage one that shared their vision.

7.4 Kings Head Public House, North Road asset of community value due to expire Autumn 2020- **Noted**

8 YOUTH MATTERS.

8.1 Cllr Bennett to provide a report on progress in setting up a Youth Council to the next meeting.

9 ADMINISTRATIVE/DAY TO DAY MATTERS

9.1 It was noted that Mrs Catherine Moore has been appointed on 18th February 2020 as The Responsible Financial Officer, she will attend the April meeting to provide a financial overview.

9.2 It was agreed not to renew for 2020/21 the Norfolk Parish Training & Support membership subscription for 2020/21 £500 fee (£500 2019/20). It was agreed to NALC membership subscription fee invoice has not yet been received (2019/20 £558.68) –once invoice received it will be presented for payment.

10 FINANCIAL MATTERS

10.1 It was agreed to authorise payments as circulated schedule for **£6,468.80** & to note receipts of **£746.00**.

10.2 The bank summary was received & accepted as at **29th February 2020** totalling **£42,920.48**;
Hemsby Parish Council savings account **£38,920.48**
Hemsby Parish_Council current account **£4,000.00**

10.3 The current Asset Register is still outstanding, Cllr Bowgen & Cllr Kyriacou to inspect all assets.

11 BURIAL GROUND.

11.1 Community Payback team removed the soil pile & Mr S Daniels kindly loaned his services & tractor & trailer for the day & disposed of the soil & an uprooted bush from the Ashes Garden. **-Noted.**

11.2 Resident has complained about a cherry tree in the ashes plot as it is running through her families plot. It was agreed for a quotation to be obtained to for the works. – **Action Clerk**

11.3 Dedicated bench in the grounds is in very poor condition, the clerk has taken steps to trace the next of kin & awaits response. - **Ongoing**

12 HEMSBY IN BLOOM.

12.1 Cllr Taylor provided an update on progress of the group as they have now set up a Terms of Reference, opened a bank account & commenced work on the flower beds & borders. Their request for a £300 donation had previously been agreed & is included in the payments schedule. It was also discussed if they wished to use a stall at the carboot sales this season then that would also be available to help them raise further funds. The also advised that they have received a donation from Norfolk Homes.

13 KINGSWAY.

13.1 Phone box refurbishment was discussed & Cllr Kyriacou advised that a quotation of £300 had been received to repaint it. - **Ongoing**

13.2 Cllr Kyriacou reported to the meeting that the Gents Public Toilet refurbishment works had started on 11th March 2020. The contractors had discovered asbestos during the initial works. As they are licensed to deal with this type of waste no additional contractor has been required, although this will incur additional costs for its disposal & certification.

13.3 The Clerk advised that she had discussed the parking issues at North Road following the recent site visit by GYBC parking enforcement officer on 4/3/2020. The suggestion put forward was that the Parish Council could consider additional parking lining on the road where the double yellow lines are already in place. It was agreed that the Clerk would contact NCC to obtain costings. – **Action Clerk**

13.4 Community Payback have cleared site on the corner of North Road for boat planter to be installed. – Ongoing.

14 PLAYINGFIELD/PAVILION.

- 14.1 Consider publicity/opening event of the Outdoor gym, it was agreed that this would be put on hold due to Covid-19 situation.- **Ongoing**
- 14.2 Fire Risk Assessment, the dry battery test of emergency lights to be arranged this week & the Schematic plan of site which is required will be completed at the same time.
- 14.3 The Groundsman has been requested to consider early cut of the playing field, however he advises that as at 3 March 2020 it was still too wet. The football club have advised that it is now too long to use & they have arranged for it to be cut at their own cost until the groundsman can Re-start, they have also agreed to fund up to 4 additional cuts per year - **Noted**
- 14.4 eight broken taps have been replaced & there are further taps also not working/broken, a further quotation to be obtained for the additional taps & also an under sink water heater. – **Action Clerk.**
- 14.5 Cllr Bowgen the discussed the November 2020 Fireworks & asked if the Parish Council would be able to add the event to their insurance, he would be able to provide the risk assessment again as in previous years. It was agreed that this would be requested at the renewal of the Insurance policy. – **Action Clerk**
- 14.6 Cllr Taylor offered to attend the free training being provided by GYBC for playground equipment/outdoor gym inspections on 16th April 2020 at 9.30am – 4pm
- 14.7 Caloo have offered a yearly inspection of the Outdoor gym £395 + VAT per year, it was agreed to accept this. -**Action Clerk.**
- 14.8 The quotation was discussed to replace the disabled external door as it is beyond repair, it was agreed to accept the quotation & to place the order. – **Action Clerk**
- 14.9 Quotation received from GYBC Services of £297.94 to remove the large sharp thorn bush at the Playing field adjacent to the hard court, however this work has been undertaken by the Community Payback team on their next visit to Hemsby as there will be a skip required for their work at the Playing field site.
- 14.10 The request to hold a Carboot sale on 25/5/2020 was agreed.
- 14.11 Cricket Club usage 2019 of playing field was discussed & it was agreed that the clerk would write to them & request that they remove the remainder of the practice nets framework. -Action Clerk
- 14.12 As music is played at the Pavilion a Performing Rights Licence is required, the Clerk Has contacted them for the appropriate fee, it was agreed that this should be the lowest rate of £117.48 - Action Clerk
- 14.13 It was agreed to close the Pavilion for bookings from Midnight 18th March 2020, the building will be closed, all hirers will be contacted & the shutters will be lowered. It will be requested that the cleaner carry out a final deep clean.

15 CO-OPTION OF COUNCILLORS.

- 15.1 The application received from Mark Kern for the position of councillor was reviewed & he was duly co-opted & signed the acceptance of Office.

17 ITEMS FOR INCLUSION IN THE NEXT AGENDA

17.1 Heart to Heart Norfolk Defibrillator

Meeting ended 9:40pm

Next Meeting: Monday 20th April 2020

Signed.....

Dated.....