

# Hemsby Parish Council

## Minutes of Meeting held 15<sup>th</sup> October 2018

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Minutes of the Parish Council Meeting Monday 15<sup>th</sup> October 2018 at 7.00 pm in the Parish Office, Hemsby.

Present: Vice Chairman Mike Peake

Clerk: Elaine Galer

County Councillor: Ron Hanton

Borough Councillors: Noel Galer

Parish Councillors: Scott Bensly, Caz Eden, Charlotte Hill, Tony Bowgen, Keith Kyriacou, Noel Galer

Public: 3 members of the public were in attendance

As the Chairman was absent, the Vice Chairman took the Chair for the duration of the meeting

Meeting Declared open at 7.00 pm

THE MEETING WAS RECORDED

### 1. Public Participation

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

County Councillor Ron Hanton read out an update re:- Great Yarmouth Winter Festival, Gorleston Beach Huts, Winterton Primary School conversion – Consortium Multi Academy Trust, Mandatory Licensing Changes – Homes of Multiple Occupation and Tourism Board – this document is available on the website.

Borough Councillor Noel Galer passed around a leaflet to say that the consultation re the third river crossing had been extended. County Councillor Ron Hanton explained that the crossing would be completed by 2023. Borough Councillor Noel Galer mentioned that Borough Councillor Charles Reynolds had passed away and his funeral would be held at Caister on Thursday 18<sup>th</sup> October.

Some leaflets explaining the newly formed Community Land Trust (CLT) were also distributed. This CLT will cover all the Northern villages in the Borough down to and including Caister. The aim is to provide affordable homes for rent available for local people. Borough Councillor Noel Galer is the Chairman of the Flegg CLT, Elaine Galer is the Secretary and a trustee. Other trustees include James Bensly, Robin Neve, Terry Harper. These are all unpaid volunteers. It was explained how they will operate. It will take a couple of months to set this up.

The report from Borough Councillor James Bensly was read out. *‘Hope all is well. Can Hemsby Parish Council please look into this email I recently received and discuss the possibility of a applicant for a foot path at the Newport Cottages please for Janice Lardner. Possibly under AOB,thank you. Also as your properly aware GYBC on Friday the 12th served a notice under the Environmental Protection Act 1990 requiring the property owner, the Northern Trust Company, to remove asbestos-containing waste at the fire-damaged outbuilding. The legal notice includes a 5 day timescale to commence works. Environmental Services continues to liaise with the company. I’ve lobbied the environmental committee at GYBC with Councillor Hanton and they have given us their full support in this matter. Please if you can mention a special congratulations to Sue Weaver in the minutes for her Pride of Britain award and the fantastic garage sale recently in our village, thank you Tina Nudd for all of her hard work. I believe it was a great success. Apologies as I’m unable to attend the parish council meeting as I have a christening on the same day.’*

There occurred a general discussion re this request. Borough Councillor Galer explained that as the footpath was not on the definitive PROW map held by Norfolk County Council (NCC), the residents would need to prove the historical usage of the footpath, and perhaps the Parish Council could then assist with an application for it to become a recognised footpath. Other councillors explained that this had been looked at in the past, but no progress had been made. Councillor Keith Kyriacou proposed that Councillor Ian Brennan would be able to assist in this matter. Seconded Councillor Caz Eden, All in favour.

The Clerk explained that the Police report had not been received yet this month – it would be published when available. Vice Chairman Mike Peake had attended the latest SNAP meeting and had raised the point of speeding on Winterton Road.

### 2. Questions/Comments from The Public

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A member of the public explained that he had recently been on holiday in the North East and had noticed that the beach at Hemsby was poorly served with benches etc for the public to use. Also, the public toilets at the beach are now often closed. Councillors explained that these are not maintained by the Borough Council, but by the local businesses. The beach was also in a poor state caused by the erosion with pieces of metal exposed. It was stated that efforts had been made to clean the beach, but a lot of debris was submerged and only became visible after storms etc. Another parishioner explained that more thorough cleaning used to be undertaken. After discussion, it was agreed that Borough Councillor James Bensly would be contacted on this matter.

2. *Receive Apologies for Absence* – Councillor Ian Brennan, Councillor Leslie Mogford, Councillor Terry Barnes (all on holiday), Councillor Pam Richmond (illness) PC Gary May (other commitments), Borough Councillor James Bensly (family commitments) - *these apologies were accepted by the council.*
3. *Receive Declarations of Interest in items on the agenda and requests for dispensations* – none received.
4. *Approval of Minutes of Parish Council Meeting held 17<sup>th</sup> September 2018.* Minutes had been sent out by post to those unable to read them on their devices – this practice would continue. The clerk stated that she was not a councillor! – many email conversations were happening when she was not included. It was agreed that the clerk should be added to the councillor's distribution list. NG to action. It was proposed that the Minutes of the Meeting held 17<sup>th</sup> September 2018 are a true and accurate record. Proposed Councillor Tony Bowgen, Seconded Councillor Scott Bensly, All in Favour
5. *Chairman's Report*

As the chairman was absent, nothing was included here.

6. *Vice Chairman's Report*

1. *Update on Surgery held 13<sup>th</sup> October 2018*- this was cancelled due to ill health

Nothing else to report

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

Councillor Tony Bowgen reported that a fence post at the Pavilion was damaged. Clerk to speak to Clarkes Fencing in order to replace this. Subsidence was occurring in Waters Lane alongside the Post Office, County Councillor Ron Hanton had spoken to the Highways Ranger about this and was advised to report it online. It was agreed that the Clerk would report to NCC. Councillor Tony Bowgen thought the new sign in the Burial Ground was not as visible as it should be – should it be moved to the side of the Burial Ground? A discussion occurred, and it was agreed to try it as it was for a time as it may be damaged if it was situated elsewhere.

Councillor Keith Kyriacou raised 3 points:- 1. Motor traders were operating from a house in Yarmouth Road. He had spoken to the owner (the house is being rented out) and this was now resolved. 2. The tree in Pit Road needs trimming – Clerk had contacted GYBS for a quote. 3. Now the Congregational Church was for sale, what was happening to the area around the Diana seat? Several parishioners had complained that the area was looking very untidy.

Councillor Noel Galer explained that he had been invited to view the church after a discussion with Father Little. A lot of work had been done especially in the old stable blocks at the rear of the church – but was not finished. It was a lovely building and had huge potential. The graveyard was not closed – there were still people who had rights to be buried there. Frank had suggested a monument should be put up for the people who had started the Life Boat Service in the village as they are buried in the churchyard. However, the churchyard records are incomplete. It would appear that the trustees are in a hurry. The land on which the seat is placed is shown as being included in the sale. Councillor Keith Kyriacou wondered, as we had previously maintained the area around the seat, whether the Parish Council could claim any rights over this parcel of land. It was mentioned that not much could be done before the auction date but, in the meantime, the Clerk was to pursue the legality of the situation with NPLaw. Proposed Councillor Keith Kyriacou, seconded Councillor Scott Bensly. All in favour.

A discussion was held as to why this area had not been maintained, despite several complaints from parishioners. Various reasons were given. The clerk explained that she had contacted the Community Payback team to see if any help was available. Their SLA had run out (it expires annually). She had negotiated a new one (they had new team leaders in place and rules), but the workers would not be available for a few weeks. Several councillors volunteered to form a working party in order to tidy up the area. It was discussed whether the building would be an asset to the village. There were several ideas for potential use, and they were a variety of suggestions as to how to take this forward. The Village Hall was oversubscribed. Councillor Keith Kyriacou proposed the clerk looked into how such a purchase could be financed. Seconded Councillor Tony Bowgen. All in favour. This would be discussed with NPLaw. It was stated that no decision had been made regarding such a purchase, simply an information gathering exercise.

Councillor Noel Galer explained that he and the clerk had had a meeting with UK Power Networks regarding the upgrading the power in the village. A new transformer had already been installed in the substation near Common Road / the Playing Field. Work would be undertaken late in November. They had been trying to contact the previous clerk, as their records had not been updated. Councillor Noel Galer asked if the footpath could be adopted by the County Council. Councillors felt that the Parish Council owned this. Power Networks would update the fence around the substation (this had been reported as needing repair as part of the risk assessments). Councillor Keith Kyriacou asked that fencing that faced private gardens not be wire mesh. A definitive plan would be provided by Power Networks nearer the time.

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### 8. Committee/Councillors Reports

1. *Bloomin' Hemsby* - in the absence of Councillor Leslie Mogford, the clerk explained that the Community Payback team had been engaged (see previous comments). The first piece of work that would be undertaken would be along the Kingsway, on the Burial Ground side. Future works would include the other side of the Kingsway (once boundaries were defined) and the burial ground. They also offered to help clean along Beach Road and the Beach – details would be discussed at a later date.
2. *Neighbourhood Plan* - in the absence of Councillor Leslie Mogford, the clerk explained that they were looking for funding. She had been informed by Councillor Mogford that they would need to join the Locality scheme in order to apply for this. On checking with a planning expert, (Mark Thompson - who had been engaged by the Parish Council to assist with the Pontins application and the Draft local Plan Part 2) it was agreed that funding was available without joining – hence saving the PC £250 membership fee. She had tried to apply on his behalf but a lot of questions needed to be answered on the application form. Work would continue once Councillor Mogford was available.
3. *Village Hall* – Councillor Tony Bowgen advised that a fund-raising night had been held on behalf of Hemsby School. £335 had been raised but was poorly attended by the school, in spite of posters and leaflets being produced. It was felt that without this support, future events would not sponsor the school.
4. *Playing Field / Pavilion* – Councillor Scott Bensly advised that a meeting had been held recently. As the number of football teams had been reduced, the fees had been halved. The cricket team was no longer, work was underway to encourage other sports to use the field. The car boot was to go ahead as this year, with payments being made twice a year. A new treasurer had been appointed and would work closely with the clerk. Councillor Tony Bowgen also suggested additional work for the Community Payback team – the tennis courts, around the pumping station and the fenced area around the village hall. The clerk advised that toilet facilities would be required for the workers - the Pavilion could be made available.
5. *Patient Participation Group* – In Councillor Pam Richmond's absence, Councillor Caz Eden read out the report. Opening times of the surgery were read out. The opening times of the Burial Ground car park will be updated to reflect this. Pharmacy4u – Surgeries had received several complaints about this service which badly affects local pharmacists. Dietary Clinic at Northgate hospital – the waiting time between appointments is now 20-30 weeks, meaning patients may have to go privately. Some appointments can be booked 2-3 weeks in advance – the best way is to book online. There is no longer funding available for ear syringing at the surgery – no alternative is available. Next flu clinic is at Caister and Ormesby Surgery Oct 27<sup>th</sup> 8.30 – 11.00

It was agreed that the Burial Ground should stay open the same times throughout the week. After discussions, Councillor Keith Kyriacou proposed that the car park should be closed at 7.30pm. Seconded Councillor Caz Eden. All in favour. It was thought that a light should be installed as it was difficult to see to lock the gate in the dark – this will be included on the next agenda.

Councillor Noel Galer explained that residents had been mail dropped with leaflets advertising the Pharmacy4u service. This was misleading as it does not involve the local pharmacy and efforts are ongoing to make sure that residents do not subscribe to this service as it has many problems.

6. *Save Hemsby Coastline* – Councillor Noel Galer explained that GYBC had arranged a visit to Happisburgh for members of the Hemsby Community Liaison Group so that they can see what has happened there with a rollback scheme. The residents are given a proportion of the value of their property and they are offered a replacement property away from the threatened area. It was wondered if this scheme could be applied to Hemsby. Councillor Scott Bensly asked if the hexiblocks have been realigned as yet. To date this has not happened, despite assurances from GYBC that this will happen.

#### *County Councillor Ron Hanton left the meeting*

A member of the public explained that the contractors had told him that they had finished work on repairing the gabions at Scratby and had been moved to work at Bacton and would not be looking at the blocks.

It was agreed that the times for the car park would change wef 22<sup>nd</sup> October 2018. Vice Chairman Mike Peake would get new signs made to show this.

7. *School Governor's report* - The headmaster has resigned to move to a bigger school after being at Hemsby for 7 years. He would leave at the end of the year.
8. *Risk Assessments* - Councillor Charlotte Hill was hoping to have a look at these next month.

### 9. Clerks Report

Many reports had been logged, a spreadsheet is maintained by the Clerk to monitor these.

1. *Result of External audit* - This had finally been achieved, although several queries had been raised by the external auditor, these had now been answered satisfactorily. The clerk explained the difference between what has happened this year and in previous years. – Previously it would appear that a simple financial

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audit had taken place whereas now it was necessary (and had been for some time ) that a full audit trail was undertaken, alongside controls being in place and these controls monitored and updated regularly.

2. *Discussion of next year's budget* – The clerk explained that previously the Parish Council held reserves that it used for its day to day spending. This was one of the things that the external auditors had queried. Councillors thought that this was because the new clerk's salary was different from previously. The clerk explained that this practice happened before she was employed. Moving forward, this needs to change with some reserves earmarked against capital expenditure. To achieve this, as part of the budgeting process, councillors were asked to consider what projects they think necessary to undertake in the next financial year. This would mean that these amounts can then be earmarked. The running costs are now available for each cost centre ( e.g. The Parish Office, the Burial Ground etc) and these should continue at approx. the same value next year ( + 5 - 10%?)

3. *Bills to be paid*

Norse had agreed a refund for 3 cuts of grass, but an amended invoice had not been received.

NCC have agreed to undertake the maintenance of some of the area around the Parish Office and the clerk had met with them to discuss. They had a map of the area and said that they did not own it all. Councillors felt that NCC should be responsible for this maintenance, as this was agreed at the time of installation, but no documentation was available to prove it. NCC agreed that a 'one off 'piece of work was needed, and then they would look at putting the area under contract for maintenance. It was suggested that once the area had been cleaned up, additional planting could occur in the spring. Councillor Noel Galer thought that the GENTS signs were misleading and should be removed/ re-sited.

4. *Financial Statement for September 2018 – this had previously been emailed to councillors.*

### 10. Planning

1. Applications received – none outstanding at present

### 11. Further comments from Members of the Public

The white fence in Pit road needs repairing. Various options were discussed as to how best to do this. The matter will go onto the next agenda so that a decision could be made.

The meeting closed at 9pm.