

HEMSBY PARISH COUNCIL MEETING

Hemsby Parish Council Meeting was held at the Pavilion, Waters Lane, Hemsby on: **Monday 19th June 2023 at 7.30pm.**

MINUTES

1. ATTENDANCE

Present Cllr Kyriacou (Chairman), Cllr S Bensly (Vice Chairman), Cllr Bowgen, Cllr Kern, Cllr Chilvers
Apologies received from Cllr Stocker, GYBC Cllr Noel Galer & PC Gary May

2. DECLARATIONS OF INTEREST AND DISPENSATIONS.

Cllr Kyriacou – Football Club & Item 9.3.1

Cllr S Bensly – Item 9.3.1 & left the room whilst it was discussed.

Cllr Bowgen – Social Club

3. MINUTES OF PREVIOUS MEETING

3.1 The accuracy of the minutes of the Parish Council Meeting held on **15th May 2023** were agreed & they were adopted & signed by Cllr Kyriacou.

4. PUBLIC FORUM

4.1 GYBC Cllr James Bensly, Borough Councillors – Thanked the Parish Councillors that re-stood in the May 2023 election. GYBC Armed Forces Day today. GYBC are going to be using social media to raise awareness of dogs in hot cars & that anyone should call 999 for advice. Cllr Bowgen advised that this had happened last week at the Car boot sale, where a dog had been left in the car. ‘The Wheels’ event is running next week. The loneliness campaign is coming to an end but residents can still be supported, the Pension Credit calculator is available on line if you want to see how much pension you may get.

NCC Cllr James Bensly School appeals panel Is looking for new members, there is refill revolution project going on around the county where you can take an empty bottle & get a free water refill. There is a huge shortage of foster carers in Norfolk & children are being placed outside of the county.

4.2 Police – Gary May not present, there had been a SNAP held at **Scratby Village Hall, Beach Road, Scratby, on Thursday 8 June 2023.**

4.3 To receive comments from members of the public. A letter was read out from Hemsby Village Hall to thank the Parish Council for the grant that they received for the Coronation event (£350) that they held, 45 children attended, with food & drink included. The Village Hall Committee topped up the fund to cover the remaining costs.

It was **resolved** to move item 8.3 to exclude members of the Press & Public to discuss the item.

5. NEIGHBOURHOOD PLAN

5.1 The Neighbourhood Planning Group advised that the referendum will be held on 22 June 2023 at the Village Hall, Waters Lane, Hemsby. The question for the referendum has been published on the noticeboards & facebook page. ***‘Do you want Great Yarmouth Borough Council and the Broads Authority to use the Neighbourhood Plan for the parish of Hemsby to help them decide planning applications in the neighbourhood area?’*** The hours of poll will be from 07:00 to 22:00.

5.2 GYBC have asked for names of Cllrs wishing to attend the counting of the referendum ballot papers on Wednesday 22nd June 2023 at 10pm at the Village Hall. It was agreed that Cllr Bowgen, Cllr Kyriacou, Cllr Chilvers & Cllr Kern would attend & the clerk will inform GYBC. **-Action Clerk**

6. CORRESPONDENCE

6.1 It was noted that a letter has been received from Fengate Farm Livery requesting a 'Caution Horse' sign for Common Road & it has been passed on NCC Cllr James Bensly. He advised that this is being paid for from his NCC Highways budget & will be installed shortly.

6.2 It was noted that complaints have been received & an MP's letter about the grass in the Church yard, this has been passed on to GYBC. The Parish Council have also been contacted by GYBC following the last site meeting & although we had been led to believe that they were seeking further solutions, although it appears from a subsequent email that this may not now be the case, it was agreed that this would be added to the July agenda. **-Carried Forward**

6.3 It was noted that complaints had been received about the height of the grass verges at the Collis Road/ Martham Road junction & Pit Road as it is obscuring vision, they were passed on NCC Cllr Bensly & the NCC Highways area team. This area has now been cleared.

6.4 It was noted that an expression of interest had been submitted to the Community Ownership Fund (Government Department for Levelling Up, Housing & Communities) for a grant to refurbish the tennis court into a Multi Use Games area (MUGA) the application has been declined.

6.5 GYBC Cllr James Bensly is organising a beach clean, the location: Hemsby Beach Cafe, The Marrams, Beach Rd, NR29 4JN. Date: Saturday 24th June. Time: From 10:00am till 1pm, to remove the building materials that have been washed up during the storm damage, this has been instigated by Ormesby & Scratby Parish Council, but the access will have to be via Hemsby as there is no other way to get to it.

6.6 It was noted that a complaint has been received about the Public Toilets on Beach Road, they had been re-directed to GYBC, who have responsibility for their own toilets.

7. ADMINISTATIVE/DAY TO DAY MATTERS

7.1 The contents of the Clerks report were noted.

7.2 The clerk advised that a letter has been sent to the householder behind the existing bus shelter to advise them of the replacement project & no contact has been received. It was agreed that an order should be placed shortly to give the householder time to respond. **-Action Clerk**

7.3 Cllr Chilvers, reported that Football club on the installation of a lean to for storage & the compost enclosure they wish to install. This is still ongoing as the cost of materials may be better spent on purchasing a container, however this may require planning permission. **-Cllr Chilvers**

7.4 Youth provision in Hemsby, it was agreed to carry this forward to July meeting as no current Councillors are able to assist at present. **-Carried forward**

7.5 Cllr Chilvers has been inspecting the Parish Council assets on the asset register, he hopes to have this completed shortly. **-Cllr Chilvers**

8. FINANCIAL MATTERS

8.1 The payments list as circulated on the schedule for June was agreed. The bank statements were accepted. The total payments for June **£8,814.80** receipts of **£32,031.20** were noted.

The bank summary was received & accepted as at **31st May 2023** totalling **£233,426.10**

Hemsby Parish Council savings account (Barclays) **£102,971.13**

Hemsby Parish Council current account (Barclays) **£4,000.00**

Hemsby Parish Council Unity Trust current account **£1,689.85**

Hemsby Parish Council Unity Trust deposit account **£124,765.12**

8.2 To receive a report from Cllr Chilvers on grants available for the refurbishment of the tennis courts into a Multi-Use Games Area (MUGA) he has been taking to Norfolk Football Association & they hope for a site visit. **- Cllr Chilvers**

8.3 Moved to Confidential item with the exclusion of press & public.

- 8.4 To receive an update from Cllr Bowgen on the purchase of a projector, Tony will hold a trial with a similar type with the clerk to see if it suitable before one is purchased. **-Cllr Bowgen & Clerk**
- 8.5 The Annual internal auditors report was agreed, there was only one recommendation that some additional policies are added to the website although these are not statutory ones. All of the Cllrs thanked the Clerk & the RFO for their work. Cllr Bowgen read out the last paragraph of the internal auditors report which commended the Clerk & RFO for their record keeping & their co-operation.
- 8.6 It was unanimously agreed that the Annual Governance Annual Return was approved for submission to the External Auditor (PKF Littlejohn) shortly. **-Action RFO**
- 8.7 Audit Accounting Statement –The accounting statement figures for the year ending 31 March 2023 was agree. **-Action RFO**
- 8.8 It was agreed that the Notice to Persons publication dates to be set by the RFO for inspection of the annual accounts & these will be displayed on the noticeboards & website. – **Action RFO**

9. PLANNING & TREE WORKS

9.1 Applications received which have already been responded to:

9.1.1 **06/23/0400/PU** Alcrest Newport Road Hemsby - Application for Certificate of Lawful Proposed Use of garden for siting of a mobile home for residential use as an annexe ancillary to the main dwelling known as Alcrest, Newport Road, Hemsby, NR29 4NN. **No objection** was submitted to GYBC on 17/6/23. Cllr Kyriacou abstained from the consultation.

9.2 Planning application decisions issued by GYBC:

9.2.1 **06/23/0075/HH** 115 Fakes Road Hemsby - Proposed new rear single storey flat roofed extension (to replace existing rear extension) **APPROVED** by GYBC

9.2.2 **06/23/0082/VCF** 4 Ormesby Glebe Hemsby. Variation of condition 2 of pp. 06/19/0407/F - amendment of approved plans - redesign of internal layout to include first floor accommodation in roof space, addition of roof lights to rear elevation. **APPROVED** by GYBC.

9.3 Consider Planning applications circulated and requiring decision:

9.3.1 New premises licence application for the Florida Club, Hemsby. The applicant has applied for the following licensable activities and timings: **Sale of alcohol** (on & off the premises) 11.00 to 02.00 (Mon – Sat), 11.00 to 00.00 (Sun). Films 12.00 to 23.00 each day. Live music (inside and outside), performance of dance and anything similar to live music, recorded music and dance: 11.00 to 23.00 (Sun to Thur), 11.00 to 00.00 (Fri & Sat). **Recorded Music** (inside) 08.00 to 02.00 each day, Recorded music (outside) 10.00 to 22.00 each day. **Late night refreshment:** 23.00 to 02.00 each day. The closing date for representations is 5 July 2023. It was agreed to submit **no objection** to GYBC – **Action Clerk**

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

10. Exclusion of Press & Public for Confidential Session. 10.1 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 beach cleaning, It was agreed that The Chairman & The Clerk will attend the GYBC meeting on 20 June 2023 & then feedback to the Parish Councillors

11. Next Meeting: Meeting of the Parish followed by the Parish Council Meeting Monday 24th July 2023 7.30pm (new date) at the Pavilion, Waters Lane

24th July 2023 Meeting ;

Burial ground gully/soakaway discuss

Co-option to Cllr vacancies.

Youth Provision

Football club updates, storage, compost bin & MUGA

Hemsby Parish Council, The Pavilion, Waters Lane, Hemsby, NR29 4NH

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

Hemsby Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
47	19/06/2023		Unity - Current		Salary - Parish Clerk	Kerrie Wilton	X	1,689.16		1,689.16
48	19/06/2023		Unity - Current		Mileage and Expenses	Kerrie Wilton	X	21.87		21.87
48	19/06/2023		Unity - Current		Mileage and Expenses	Kerrie Wilton	X	26.00		26.00
48	19/06/2023		Unity - Current		Mileage and Expenses	Kerrie Wilton	S	5.00	1.00	6.00
49	19/06/2023		Unity - Current		Salary - Responsible Financial	Catherine Moore	X	280.12		280.12
50	19/06/2023		Unity - Current		Mileage and Expenses	Catherine Moore	Z	7.99		7.99
50	19/06/2023		Unity - Current		Mileage and Expenses	Catherine Moore	X	5.00		5.00
51	19/06/2023		Unity - Current		Salary - Village Ranger	Paul Filmer	X	722.45		722.45
52	19/06/2023		Unity - Current		PAYE / NI	HMRC	X	589.44		589.44
53	19/06/2023		Unity - Current		Pension Contributions	Norfolk ALC	X	754.20		754.20
54	19/06/2023		Unity - Current		Office Equipment	Lloyds Commercial Services	S	8.32	1.67	9.99
54	19/06/2023		Unity - Current		Office Equipment	Lloyds Commercial Services	Z	3.00		3.00
55	19/06/2023		Unity - Current		Office Telephone	Bonline	S	17.55	3.51	21.06
56	19/06/2023		Unity - Current		Cleaning - Pavilion	James Charlton	Z	287.50		287.50
57	19/06/2023		Unity - Current		Grave Digging	JG Services Norwich Ltd	Z	380.00		380.00
58	19/06/2023		Unity - Current		Letting Management Fee	Kingsway Sandwich Bar	S	27.08	5.42	32.50
59	19/06/2023		Unity - Current		Washroom Services	Anglian Chemicals	S	72.50	14.50	87.00
60	19/06/2023		Unity - Current	Overpayment of invoice	Refund	Hemsby Football Club	X	80.00		80.00
61	19/06/2023		Unity - Current		Fire Alarm Servicing	Vocalvale	S	345.00	69.00	414.00
62	19/06/2023		Unity - Current		Burial Ground Maintenance	EE Bartlett Limited	S	1,041.00	208.20	1,249.20
63	19/06/2023		Unity - Current		Waste	Norse Waste Solutions	S	56.40	11.28	67.68
64	19/06/2023		Unity - Current		Recycling Collections	URM (UK) Ltd	S	67.20	13.44	80.64
Total								6,486.78	328.02	6,814.80