

# **MINUTES OF HEMSBY PARISH COUNCIL MEETING**

Held at The Pavilion, Waters Lane, Hemsby, NR29 4NH on:

**Monday 20<sup>th</sup> March 2023 at 7.30pm**

## **Minutes**

### **1. ATTENDANCE**

Present: Cllr Kyriacou (Chairman) Cllr M Kern, Cllr Stocker, Cllr Bowgen & Cllr S Bensly (vice Chairman).  
Clerk Mrs K Wilton.

Apologies received from Cllr L Mogford, Cllr J Cook, Cllr Bennett & Cllr B Chilvers, GYBC/NCC Cllr Bensly & GYBC Cllr Galer.

8 Members of the Public were present including & PC Gary May.

### **2. DECLARATIONS OF INTEREST AND DISPENSATIONS.**

Item 7.2 Cllr Bowgen & Cllr Kyriacou Village Hall

Item 7.4 Cllr Stocker & Cllr Kyriacou Football Club

Item 8.5 Cllr Kern (village event group) Cllr Kyriacou & Cllr Bowgen (village hall)

### **3. MINUTES OF PREVIOUS MEETING**

3.1 The minutes of the Parish Council Meeting held on **20th February 2023** were signed as true & correct.

### **4. PUBLIC FORUM**

4.1 To receive written report from GYBC Cllr James Bensly GYBC have been shortlisted for an award regarding the GY Operations and Maintenance Campus along the key, results in June. He urged residents to have their say on the 'County Deal', please take part in the consultation online.

He remind residents that at the May 4<sup>th</sup> elections to please do not forget photo ID to the polling stations, as without it you will not be able to vote. GYBC have announced the return of the Easter Fair on the 13<sup>th</sup> of April to the Market Place. NCC are holding Home composting training will be held on the 20<sup>th</sup> of May for a Master Composter volunteer. Call 03448008020 for details or on NCC website.

4.2 Police - PC Gary May reported that there will now be a local SNAP meeting at Scratby Village Hall, Beach Road, Scratby, NR29 3AJ at 7:00pm on Thursday 8 June 2023, he urged all residents with concerns about speeding, ASB etc to attend so that Policing can be directed to deal with those offences.

4.2.1 A resident reported to PC May that there is a significant use now of the unmade road that links Kings Loke to Winterton Road, where they are also significantly speeding. They also reported speeding on Winterton Road itself & felt that speedwatch & the Police should be targeting further up the road rather than stationing themselves at Vine Close.

4.3 A resident spoke about their huge disappointment that there is not to be a new bus service for Hemsby, Winterton & Martham, they had spoken to NCC who advised that it was not happening. As the GYBC & NCC Cllrs were not present they were advised to contact them directly.

4.3.1 Another resident spoke about the Spedwatch group to advise that they really need more members & ideally a Parish Councillor to join them.

4.3.2 A resident asked the Parish Council what they are doing for the Coronation & they were advised that they would not be holding an event this time, but would be willing to support local groups if they wish to arrange something as grants/donations are available via the new Policy which is on the website.

4.4 Hemsby in Bloom – Pam Richmond reported that due to dwindling numbers of volunteers this years possibly would be their last, they will maintain the boat planters this year, the planters on Kingsway island & the Flowering Cross at the Barn Rooms, but not the grass (the church warden has been

informed). They will not be supplying & maintain the hanging baskets at the Barn Room or the Planters on the Church Wall, or the grassed area outside the Vineries & they will contact them to inform them of that. They are also no longer able maintain the Jubilee Garden at the Pavilion & will be asking a local gardener to help with that. It was requested that they supply proof of their insurance to the Clerk as it is Parish Council Owned land. The clerk offered to put up any promotional posters that the group can supply in order to assist them getting new volunteers. The Parish Council were advised that Maria, who has been very instrumental in the group has retired & this has left a huge hole in the group. The Parish Council agreed that they would send some flowers to thank you for her many years of hard work around the village.

## **5. NEIGHBOURHOOD PLAN**

5.1 Tracy Foster gave an update from the Neighbourhood Planning Group that the full Plan is being reviewed by GYBC full council on Thursday 23<sup>rd</sup> March 2023 & if agreed it will be hopefully put forward for a referendum around 22<sup>nd</sup> June 2023. It was reported that there are some final amounts of printing to be ordered as the plan is finalised & orders will be placed over the coming weeks to ensure that the last of the grant money is spent effectively. She thanked the Clerk for the work that had gone into the response to the GYBC Local Plan on behalf of the Parish Council as she had clearly referenced the NHP's consultations, responses & policies into the report.

## **6. CORRESPONDENCE**

6.1 It was noted that an email had been received from Jane Beck – Head of Property & Asset Management at GYBC regarding the cleaning of the Public Toilets on Beach Road that belong to GYBC. The Parish Council had been given four days to respond if they wished to consider taking on responsibility for the cleaning of the Beach Road Public Toilets & there had been a suggestion made by GYBC that some funding might be available from GYBTIA if the Parish Council were to apply for a grant however, this was not guaranteed & the Parish Council had obviously not included anything for this in their 2023-24 budget to cover any shortfall. The Parish Councillors & they gave their responses to the Clerk who had formulated the responses, which had been 6 Cllrs against, 2 Cllrs Abstained & 1 Cllr (Cllr Kyriacou) in favour. The Clerk had conveyed this to GYBC within the specified timescale.

6.2 It was noted that the forthcoming Parish Council & Brough Council elections are on 4<sup>th</sup> May 2023. The clerk has put posters to raise awareness that an approved Identity document will be need to be taken to the polling stations to vote [www.electoralcommission.org.uk/voterID](http://www.electoralcommission.org.uk/voterID) these have also been added to noticeboards, Facebook & website.

6.3 Norfolk County Council are having a pilot project improving Electric Vehicle infrastructure in rural communities and they are seeking expressions of interest from parish councils and other premises regarding hosting EVCPs. It was agreed that this should not be explored at this time, but can be reviewed if the Parish Council can adopt the General Power of Competence following the May 2023 elections.

6.4 It was noted that the Speed watch leader has resigned, no Parish Councillor volunteered to join the group.

6.5 It was noted that the Parish Council have been advised that the bus service to Norwich is not being re-instated on the latest tranche, only a new route for Filby & Fleggburgh (First buses No.7). It was agreed that this was very disappointing that despite the hard campaigning of the residents & their petition.

## **7. ADMINISTRATIVE/DAY TO DAY MATTERS**

7.1 The contents of the Clerks report were reported.

7.2 An update on the 'Warm Space' at the Village Hall was given that it is being used, but not at the levels hoped for, it will close in two weeks time on 28<sup>th</sup> March 2023 when the funding ends. A huge thank you was given to the Village Hall volunteers that have been there every day to ensure that there has been a great welcome & a warm drink for all the people who have attended, as well as a

thank you to the Post Office for kindly donating newspapers each day. It was also noted it was also used as an evacuation centre on 10/3/23.

- 7.3 Cllr Bennett was not present, so no report received on the youth hub & consider action plan. The clerk reported that still no costings from the YMCA. **-Carried forward**
- 7.4 An update was given by Cllr Stocker from the Football Club regarding the design & installation of the lean-to they wish to install, they are currently working to obtain quotations for the work, it was agreed that this could go ahead. The additional request to install a compost enclosure was not discussed.
- 7.5 An update was given regarding the access to the sub-station on the Burial Ground car park, this is still ongoing & updates will be circulated when they are received. **-Action Clerk**
- 7.6 It was noted that the clerk has reported to NCC Highways that the wooden railings at the Zebra crossing on Kingsway have rotted & collapsed, she has also requested that Kingsway one-way area to be re-lined for the summer season. **-Ongoing**
- 7.7 It was noted the Parish Partnership grant decision has been received that the Parish Council have been awarded a grant towards the purchase of a replacement Bus Shelter in the village. It was agreed that the Clerk should progress this. **-Action Clerk**
- 7.8 It was noted that the 30mph sign that is laying down on Back market Lane has been reported to NCC Highways. Cllr Kyriacou reported that this had now been re-installed.
- 7.9 It was noted that the Churchyard Gully flooded on Friday 10/3/2023 & it was requested that the funeral be re-directed via the Street as the water was too deep. This has been reported to the church & GYBC that carried out the works on behalf of the Church. The Clerk informed that Parish Council that sometime between Sunday (19/3/2023) & Monday 20/3/2023) morning the chain on the gate between the Churchyard & the Burial Ground had been deliberately cut through, this has been reported to the Police as criminal damage. The Gate is due to be re-opened again during the daytime once the clocks change at the end of March 2023 until they change again in October 2023.

## 8. FINANCIAL MATTERS

- 8.1 The bank statements were accepted. The total payments for March **£8,777.81** receipts of **£1,571.27** were noted, with pending receipts of **£5,652.59**.

The bank summary was received & accepted as at **28<sup>th</sup> February 2023** totalling **£162,121.74**

Hemsby Parish Council savings account (Barclays) **£47,911.67**

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

Hemsby Parish Council Unity Trust current account **£2949.10**

Hemsby Parish Council Unity Trust deposit account **£109,121.74**

**Free funds £32,236.63**

- 8.2 As Cllr Chilvers was not present grants available for the refurbishment of the tennis courts into a Multi-Use Games Area (MUGA) were not discussed. **-Action Cllr Chilvers**
- 8.3 It was agreed to place the salary for all of members of staff on to Standing Order (Partially covers in February's meeting) & that it was acknowledged that in error all three had not been included in the decision in February's meeting only two.
- 8.4 It was agreed for the Responsible Financial Officer (RFO) to seek another bank organisations account in addition to Barclays & Unity Trust Bank to ensure FSA assurance. It was agreed to transfer funds of £25,00.00 into the existing Barclays accounts. **-Action RFO**
- 8.5 The donation/grant applications received were considered & it was agreed that £750 should be granted to the newly formed Village Events Group – Chairman Nicola Rivett, as they are planning events during 2023. £350 was also granted to the Village Hall Committee as they are planning to hold a Coronation event. **-Action RFO**

- 8.6 It was noted that an expression of interest for 9 litter bins had been received at £130 each plus VAT, they have been invoiced & are awaiting payment & collection. Another viewing took place & awaiting, but no response received as yet. **-Action Clerk & RFO**
- 8.7 It was noted that the Parish Council have been awarded a 50% grant by Norfolk Parish Partnership for a further replacement bus shelter. See item 7.7 (duplicate item)
- 8.8 The request by the RFO to attend an online VAT course due to changes in legislation, cost £10 via NALC was agreed, however the event has now sold out, approval for a future event was agreed should it be scheduled.
- 8.9 It was agreed to re-appointment of Trevor Brown as Internal auditor for 2022-23, cost £370 (£300 in 2021-22). **-Action RFO**

## 9. PLANNING & LICENSING

### 9.1 Applications received which have already been responded to:

9.1.1 Dolphin bar, Long beach re-new of license. **No objection submitted to GYBC.**

9.1.2 **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. **No objections submitted to GYBC**

9.1.3 **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. **No objections submitted to GYBC**

### 9.2 Planning application decisions issued by GYBC: None

9.3 Consider Planning applications circulated and requiring decision: **None**

9.4 Consider any Planning applications received since the publication of the agenda requiring consideration.

9.4.1 **06/23/0174/HH** Hall Farm Barns 5 Hall Road Hemsby - Proposed single storey side porch extension with roof lights and cladding to the external walls. **It was agreed that the Parish Council Object to this application due to its close proximity to the Grade 1 listed Barn in an important heritage setting in the Village. Clerk to respond to GYBC by 4/4/2023**

9.5 It was noted that the Parish Council's response to the GYBC Local Plan has been submitted, a copy is on the Website. <http://www.hemsbyparishcouncil.org.uk>. Under the minutes section.

## 10. Next Meeting: Parish Council Meeting Monday 17<sup>th</sup> April 2023 7.30pm at the Pavilion, Waters Lane

<b>Expenditure</b>				
<b>Cheque</b>	<b>Payee</b>	<b>Net</b>	<b>VAT</b>	<b>Total</b>
BACS	Salary K Wilton - 25 hours/week @ SCP32 plus expenses plus mileage	£ 1,764.55	£ -	£ 1,764.55
BACS	Salary C Moore - 5 hours/week @ SCP26	£ 285.12	£ -	£ 285.12
BACS	Salary P Filmer - 16 hours/week @ £9.50/hour	£ 658.67	£ -	£ 658.67
BACS	HMRC PAYE	£ 589.24	£ -	£ 589.24
BACS	Norfolk Pension Fund	£ 766.95	£ -	£ 766.95
DD	Bonline - Telephone/Internet	£ 17.55	£ 3.51	£ 21.06
DD	Norse - Burial Ground Bin	£ 54.20	£ 10.84	£ 65.04
DD	Lloyds - Purchasing Card (ink)	£ 11.32	£ 1.67	£ 12.99
BACS	James Charlton - Pavilion Cleaning & Ranger cover	£ 285.00	£ -	£ 285.00
DD	EDF - Pavilion Electric	£ 100.00	£ -	£ 100.00
DD	EDF - Toilet and Office Electric	£ 87.45	£ 4.37	£ 91.82
DD	URM - Recycling	£ 73.60	£ 14.72	£ 88.32
DD	BT - Pavilion Broadband			£ -
DD	Wave - Pavilion Water	£ 239.24	£ -	£ 239.24
DD	Wave - Burial Ground Water	£ 26.29	£ -	£ 26.29
BACS	Collective Community Planning - Neighbourhood Plan	£ 800.00	£ 160.00	£ 960.00
BACS	ICCM - Subscription	£ 135.00	£ 27.00	£ 162.00
BACS	Target Trees - Burial Ground Tree Works	£ 1,583.33	£ 316.67	£ 1,900.00
BACS	Ace Mole Catching - Playing Field Moles	£ 170.00	£ -	£ 170.00
BACS	Hugh Crane - Toilet Cleaning Materials	£ 78.83	£ 15.77	£ 94.60
BACS	Hemsby Social Club - Hardcourt Electric	£ 101.76	£ -	£ 101.76
BACS	Hemsby Village Hall - Warm Room expenses	£ 55.16	£ -	£ 55.16
BACS	JG Services	£ 340.00	£ -	£ 340.00
				£ -
	<b>Total</b>	<b>£ 8,223.26</b>	<b>£ 554.55</b>	<b>£ 8,777.81</b>
	<b>Overdue/Outstanding invoices</b>			£ -
				£ -
		£ -	£ -	£ -
	<b>Receipts since last meeting (01/02/23 - 28/02/23)</b>			
	Parish Office Letting (minus £32.50 management fee)	£541.67	£0.00	£ 541.67
	Memorial Bench Fee	£558.00	£ 111.60	£ 669.60
	Memorial Fees	£360.00	£0.00	£ 360.00
		<b>£1,459.67</b>	<b>£ 111.60</b>	<b>£ 1,571.27</b>
	<b>Pending Receipts (at 13/02/23)</b>			
Central Co-op	Interment Fee	£1,469.00	£0.00	£1,469.00
Brownies	Pavilion Hire	£237.60	£39.60	£198.00
Football Club	Half Year Fee	£400.00	£0.00	£400.00
Football Club	Electric Tokens	£69.00	£11.50	£57.50
Football Club	Playing Field Hire	£480.00	£80.00	£400.00
Hutchings	Office Electric	£100.76	£0.00	£100.76
Brundish	Burial Fee	£1,494.00	£0.00	£1,494.00
Perfitts	Memorial Fee	£75.00	£0.00	£75.00
California Sands	Litter Blins	£1,350.00	£225.00	£1,125.00
Social Club	Bowling Green	£400.00	£66.67	£333.33
				£ -
		<b>£6,075.36</b>	<b>£ 422.77</b>	<b>£ 5,652.59</b>

Waits Invoice

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