

## **NOTICE OF HEMSBY PARISH COUNCIL MEETING**

You are hereby summoned to attend the Hemsby Parish Council Meeting at the Pavilion, Waters Lane, Hemsby on: **Monday 20<sup>th</sup> June 2022 at 7.30pm. Please read carefully & DO NOT attend if you have any of the COVID symptoms;**

*Kerrie Wilton*

Kerrie Wilton  
Parish Clerk

### **AGENDA**

#### **1. ATTENDANCE**

To note those present and consider apologies for absence.

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

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form. You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest, but can speak and vote on the matter. Whenever you declare an interest you must say why the interest arises so that it may be included in the minutes.

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

3.1 To confirm the accuracy of the minutes of the Parish Council Meeting held on **16<sup>th</sup> May 2022.**

3.2 To note that Cllr Taylor resigned from the Parish Council on 17<sup>th</sup> May 2022.

#### **4. PUBLIC FORUM**

4.1 To receive reports from County Councillor – James Bensly, Borough Councillors – James Bensly and Noel Galer and Police if present.

4.2 To receive comments from members of the public, restricted to 5 minutes per item on matters elsewhere in the agenda. Item to last no more than 20 minutes.

#### **5. NEIGHBOURHOOD PLAN**

5.1 To receive an update from the Neighbourhood Planning Group.

5.2 To ratify the payment of £63.90 for two banners & £36.00 for 300 leaflets for the Regulation 14 consultation began on 16 May 2022 as the 2022/23 grant had not been received at that time, this was paid for on the PC corporate card & to come from the PC allocated fund for the NHP.

#### **6. CORRESPONDENCE**

6.1 To note that a letter of thank you has been received from Hemsby in Bloom following their open day event at the Pavilion on Friday 3<sup>rd</sup> June 2022 to mark the opening of the Jubilee Garden.

6.2 To consider Hemsby in Blooms request to install two solar powered flood lights at the pavilion in the Jubilee Garden area.

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

7.1 To note the contents of the Clerks report.

7.2 To note that the Jubilee event was re-located to the Village Hall due to the heavy rain.

- 7.3 To receive feedback from the Cllr volunteers for the parts of the assets on the asset register that they were allocated to check.
- 7.4 To consider the adoption of the Strategic/forward plan.
- 7.5 To consider the adoption of the update version of the Standing Orders Policy (item 18 f).
- 7.6 To consider the future of the current committee structure & consider nominations to Cllr roles and responsibilities:  
Finance Committee – Current members Cllr Kern, Cllr Kyriacou, Cllr S Bensly, Cllr A Bennett  
Personnel Committee – Current members Cllrs S Bensly, Cllr D Tucker.  
Events Committee – Current members Cllr Kern, Cllr Kyriacou, Cllr Bennett, Cllr Bensly  
Community Land Trust- Representative or Trustee.  
**To resolve** to dissolve the Playing field Committee.
- 7.7 To receive an update on the current Parish Councillor vacancies.

## 8. FINANCIAL MATTERS

- 8.1 To agree the payments as circulated on the schedule for May & accept bank statements.
- 8.2 To consider the quotation received to pressure wash the bus shelters.
- 8.3 To consider the quotation received to replace the broken lights in the pavilion, as they are stuck in emergency mode only.
- 8.4 To consider the report on the tree at the playing field that is interfering with a Common Rd residents fence.
- 8.5 To receive an update on the pavilion cleaning.
- 8.7 To receive recommendations & findings from the Finance Committee which met on 7th June 2022 (present, Cllr K Kyriacou, Cllr Bennett, Cllr Kern, Cllr Bowgen (substitute member), Cllr S Bensly not present).
- 8.7.1 That the Annual Governance Annual Return (Appendix A) be approved for submission to the External Auditor (PKF Littlejohn) shortly.
- 8.7.2 That the draft Financial Risk Assessment (Appendix B) and Statement of Internal Control (Appendix C) be adopted.
- 8.7.3 That the following movements in Earmarked Reserves are implemented:  
 £1,010.01 be moved from Earmarked Reserves to Free Funds (2020/21 unspent projects);  
 £1,000 be added to the Election Reserve  
 A Staffing Reserve of £10,000 is created  
 An additional loan repayment of £5,000 is made
- 8.7.4. That the Burial Grounds fees remain the same for Hemsby residents, and increase by 10% for non-residents (Appendix D)
- 8.7.5. That the Playing Field fees are agreed as attached (Appendix E), and it is noted that discussions will take place with the Football Club and Social Club regarding their annual fees.
- 8.7.6 Electors' Rights – to note that the dates of the Exercise of Public Rights will be announced as soon as possible after the meeting (likely to be 27<sup>th</sup> June 2022 to 5<sup>th</sup> August 2022).

## 9. PLANNING/TREE PRESERVATION ORDERS

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

10.1.1 **None**

### 10.2 Planning application decisions issued by GYBC:

10.2.1 **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.  
**REFUSED.**

### 10.3 Consider Planning applications circulated and requiring decision:

10.3.1 **06/22/0482/LB** Barn at Home Farm Waters Lane Hemsby. Amend Condition 2 to PP 06/20/0024/LB - Revised plans; Vary conditions 5 and 7 of PP 06/20/0023/F to only apply to the listed barn (Unit 2)

10.3.2 **06/22/0405/VCF** Barn at Home Farm Waters Lane Hemsby. Amend condition 2 to pps 06/20/0023/F and 06/20/0024/LB - revised plans; remove conditions 5 and 7 from pp. 06/20/0023/F.

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

**10. Next Meeting: Parish Council Meeting Monday July 2022 at the Pavilion, Waters Lane**