

MINUTES OF HEMSBY PARISH COUNCIL MEETING

Held at the Pavilion, Waters Lane, Hemsby on: **Monday 18th July 2022 at 7.35pm**

Minutes

1. ATTENDANCE

Present: Cllr Kyriacou (Chairman) Cllr S Bensly (vice Chairman), Cllr M Kern, Cllr B Chilvers & Cllr Bennett, Cllr Bowgen, GYBC/NCC Cllr Bensly. 9 Members of the Public were present.

Apologies received from Cllr D Tucker, Cllr L Mogford & GYBC Cllr N Galer. No apology received from Cllr J Cook.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS.

- 2.1 Cllr Kyriacou Football Club & item 10.1 Pavilion cleaning.
- 2.2 Cllr Chilvers Football Club
- 2.3 Cllr Bowgen Social Club

3. MINUTES OF PREVIOUS MEETING

3.1 The minutes of the Parish Council Meeting held on **20th June 2022 & 4th July 2022** were signed as true & correct.

4. PUBLIC FORUM

- 4.1 A verbal reports was received from GYBC/NCC Cllr James Bensly. GYBC are hold an Anti Social Behaviour awareness week shortly & he urged residents suffering from neighbour nuisance/noise nuisance etc to report it to GYBC Environmental Health Team. He reported that the new Community Fridge in Hemsby was being well used. The refuse collections will be earlier tomorrow due to the heat wave. He reported that NCC Highways may send out some repair vehicles tomorrow to spread grid on to melting roads. NCC are running a Pharmacy survey online urged residents to take part. Cllr Bensly advised that his position as a non-parent governor at the Hemsby School is coming to an end & he advised that they are trying to recruit more.
- 4.2 Member of the public spoke about school traffic parking in the turning circle at St Marys close, blocking drive ways & not allowing residents to leave their homes in their vehicles. NCC/GYBC Cllr Bensly offered to assist with the matter as it is outside of the scope of the Parish Council.
- 4.3 Another resident spoke about the poor state of a path/uneven surface off St Marys Close, again NCC/GYBC Cllr Bensly offered to assist with the matter.

5. NEIGHBOURHOOD PLAN

- 5.1 Tracy the Chairman of the Neighbourhood Planning Group provided a verbal report that AECOM had not been able to include any additional views. The coastal defences could also not be included in the plan as they are out of scope. It is hoped that the final draft will be submitted to GYBC shortly for the final examination stages.

6. CORRESPONDENCE

- 6.1 NCC Parish Partnership Grant applications are now open, this is a 50/50 fund. To receive any initial proposals for suitable purchases. i.e bus shelters, VAS signs, solar SAM2's etc. Cllr S Bensly suggested that we consider two new SAM2's as one of the older ones is no longer working & as it is the same age as the other older one it will not be long before that one stops working too, one solar panel may also be worth exploring. The Councillors also suggested replacing the bus shelter at Yarmouth Road, outside Vocalvale as part of a rolling programme to replace them. **-Ongoing**
- 6.2 It was noted at the last meeting NCC Cllr Bensly spoke about the Road Safety Community Fund (RSCF) & we suggested they purchase additional VAS x 2 for Winterton Road & Ormesby Road, in order that all roads into the village have one. We also requested consideration be given to a safer pedestrian crossing at the Newport Rd Junction, a TOR for double yellow lines opposite the Kebab

Shop on The Street & a TOR to add double pips on the existing double yellows outside the doctors to prevent parking there are anytime. It was noted that a reply has been received that NCC are not considering any amendments to the Newport Road pedestrian crossing.

6.3 Consider feedback to GYBC's email regarding play area provision in Hemsby.(NHP have already submitted the survey results). It was agreed that the clerk would also respond voicing the concerns that the Parish Council have about the 22 year old facility & echo the regular complaints that they regularly receive from users.

-Action Clerk

7. ADMINISTATIVE/DAY TO DAY MATTERS

7.1 The contents of the Clerks report were noted.

7.2 The Cllr volunteers gave feedback for the parts of the assets on the asset register that they were allocated to check. Cllr Bowgen confirmed that the two wooden benches on the playingfield schedule are not there, it was agreed to remove them from the schedule. The clerk confirmed that two memorial benches in the burial ground required repairs or replacement (in memory of AA Olley & J Flemming) It was agreed that signs was to be placed on them to ask their family members to contact the clerk to decide next steps.

7.3 Verbal feedback/recommendations from the **HPC Events Committee** held on the same night as this meeting, as the minutes would not be available.

7.3.1 Review of previous event (Jubilee Event) It was agreed that it was well attended event that continued despite the weather & most of the planned elements were able to be adapted in fit inside the Village Hall & their valiant effort to offer the hall at such short notice was acknowledged. The next events will be;

7.3.2 On 1st December 2022 Christmas Craft Fair with a lighting of the Christmas tree event. The Social Club & Village Hall will provide the Christmas tree, Hemsby School will be invited to sing around the tree. The stall holders form will be updated & circulated to HPCEC members shortly as Cllr Bennett is currently reviewing it.

7.3.3 On 11th December 2022 Santa Park run on the playing field, this will be a pre-booking event & runners will be provided with a Santa hat (£80 for 100 hats) & finishers medal. (£100 for 100). The spend for this was agreed by the Full Parish Council. Nicola circulated to the meeting a draft of the poster, costs for entrance will be £7 adults & £3 children, fancy dress will be optional & there will be a pre-run warm up event by Emz fitness. The poster will include the Hemsbyevents@outlook.com email address.

7.3.4 Cllr Bennett requested that no posters or advertising of any event is commenced until the proofs have been approved by full council.

7.3.5 The future funding of events was discussed; it was agreed that moving forward free events can not be sustained due to the diminishing Events Committee budget which runs until 1 April 2023. Cllr Bennett advised the meeting that any amounts made from the events will remain in the ringfence 'Events' budget but could also be called on by other resident groups in the village if they wished to put on an event wished to ask the PC for a donation towards costs. The clerk reminding the Committee that all budgetary requests for 2023/24 will need to be fully costed to the Finance Officer by late September 2022 so that they can be included in the full PC budget & precept request. It was agreed that a licence be purchased from GYBC to permit the EC to sell advanced raffle tickets, this will need to be in the name of the Chairman (Cllr Kyriacou) & he agreed to do so. They will also display the top 3 prizes. Cllr Bennett confirmed that the cost for the licence is £45. The spend for this was agreed by the Full Parish Council.

7.3.6 The expectation of working group was discussed as more thought needs to be given to the number of volunteers, stewards etc to run the events & that Parish Councillors can not always be the only ones to attend on the day of the events.

7.3.7 It was agreed that a draft invite letter be sent to all village groups to invite them to join the HPC Events Committee in late September 2022, in a hope that this will aid village engagement & avoid duplication of events. Cllr Bennett & the clerk will work on this & circulate it to the committee members for approval prior to issue.

7.4 To discuss Newport Road bin replacement in light of an email from GYBC. The Clerk has requested a site visit with the 'Facet Project Officer' for Beach Road too as this may have an impact on Parish Council owned litter bins already installed. **-Ongoing.**

7.5 It was noted that a complaint has been received from First Busses via NCC that there are over hanging branches at the burial ground that are affecting their open topped bus. The Clerk advised that a site visit is to be held & photos had been taken of the offending trees. It would then be brought back to Parish Council for them to decide if a tree report & costings would have to be obtained prior to a request for the works to be permitted by GYBC as the Burial Ground is in the Conservation area.

-Action Clerk

7.6 An update was given by Cllr Chilvers in his capacity as Vice-Chairman of Hemsby FC on the football pitches grass cutting as concerns had been raised to the Clerk by Cllr Bowgen. He advised that they have approximately 6 hours more work until the pitches are complete ready for lining. The Clerk requested that the cut grass is not left on any areas of the playing field as this rots away the grass. Cllr Bowgen advised that his intention was to offer assistance in cutting the grass to bring it up to standard hence his request for it to be placed on to the agenda. Cllr Bowgen expressed his disappointment that a letter has been sent about him to the Social Club by the Football Club & he has passed this on to his solicitor who is now dealing with the matter. Cllr Bennett advised that she thought that the discussions about this should end as it was in her view now not a Parish Council matter.

8. FINANCIAL MATTERS

8.1 The payments as circulated on the schedule for July & accept bank statements were accepted. the total payments of **£15,317.05** receipts of **£5,772.90** were noted, with pending receipts of **£192.00**.

The bank summary was received & accepted as at **30th June 2022** totalling **£156,671.03**

Hemsby Parish Council savings account (Barclays) **£47,870.22**

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

Hemsby Parish Council Unity Trust current account **£3,552.26**

Hemsby Parish Council Unity Trust deposit account **£101,248.25**

Free funds £26,940.89

8.2 The delegation for payments to be made in August as already included & agreed in the budget, as there is no meeting due to be held was agreed. The chairman of the NHP advised that there will be some NHP invoices expected during that period from the Consultants to be paid, the clerk advised as this was covered by grant money the payments can be made & ratified at a later meeting.

8.3 Cllr Kern gave a verbal report from the Chairman of the Finance Committee following his informal discussions with Hemsby Football Club & Hemsby Sports & Social Club. It was agreed that the level of fees for 2022/23 for the Football Club would be increased from £600 to £800 including VAT & the Social Club would be increasing from £300 to £400 including VAT, this will be from when the invoices are next issued.

-Action RFO

9. PLANNING/TREE PRESERVATION ORDERS

9.1 Applications received which have already been responded to: **None**

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

9.3 Consider Planning applications circulated and requiring decision:

9.3.1 **06/22/0534/O** Land rear of North House Winterton Road Hemsby- Outline application - for sub-division of garden plot for erection of 1no. dwelling (with access details off Winterton Road) all other matters reserved. Response due to GYBC by 25/7/2022. It was agreed to submit a response to GYBC that HPC did not object to the application.

-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 Pavilion Cleaning, it was agreed to increase the monthly payment by £10 (Cllr Kyriacou did not take part in that discussion). The Probation period of the Village Ranger has been satisfactorily completed, the clerk will confirm to him in writing. (2).(1) Public Bodies (Admission to Meetings) Act 1960(2) Local Government Act 1972 s 228.

11. Next Meeting: Parish Council Meeting Monday September 2022 at the Pavilion, Waters Lane

11.1 Co-option to vacancies.

Meeting closed 8:40pm

Payments for Hemsby Parish Council July 2022				
Expenditure				
Cheque	Payee	Net	VAT	Total
DD	Bonline - Telephone/Internet	£ 14.95	£ 2.99	£ 17.94
BACS	Salary K Wilton - 25 hours/week @ SCP32 plus expenses	£ 1,632.00	£ -	£ 1,632.00
BACS	Salary C Moore - 5 hours/week @ SCP26 plus expenses	£268.64	£ -	£ 268.64
BACS	Salary P Filmer - 16 hours/week @ £9.50/hour plus expenses	£658.67	£ -	£ 658.67
BACS	HMRC PAYE	£ 565.70	£ -	£ 565.70
BACS	Norfolk Pension Fund	£ 727.40	£ -	£ 727.40
DD	Norse - Burial Ground Bin	£ 54.20	£ 10.84	£ 65.04
DD	Lloyds - Purchasing Card (NHP Expenses; Admin)	£ 47.79	£ 6.57	£ 54.36
BACS	Garden Guardian - Grounds Maintenance	£ 1,062.38	£ 212.48	£ 1,274.86
BACS	James Charlton - Pavilion Cleaning	£ 220.00	£ -	£ 220.00
BACS	Vocalvale - Emergency Light Testing	£ 230.00	£ 46.00	£ 276.00
BACS	Hugh Crane - Cleaning Materials	£ 115.25	£ 23.05	£ 138.30
BACS	Caister Electrical - Lighting Repairs Pavilion	£ 1,638.70	£ 327.74	£ 1,966.44
DD	URM - Recycling	£ 99.20	£ 19.84	£ 119.04
BACS	Plantscape - Kingsway Maintenance and Planting	£ 1,466.60	£ 293.32	£ 1,759.92
BACS	JG Services - Grave Digging	£ 340.00	£ -	£ 340.00
DD	EDF - Pavilion Electric	£ 73.00	£ -	£ 73.00
DD	EDF - Toilet and Office Electric	£ 57.02	£ 2.72	£ 59.74
BACS	SKA Fabrications - Toilets Lock	£ 83.33	£ 16.67	£ 100.00
BACS	Public Works Loan Board - Additional Repayment	£ 5,000.00	£ -	£ 5,000.00
				£ -
				£ -
				£ -
	Total	£ 14,354.83	£ 962.22	£ 15,317.05
	Overdue/Outstanding invoices			
				£ -
				£ -
		£ -	£ -	£ -
	Receipts since last meeting (13/06/2022 - 11/07/2022)			
	Groundworks - Neighbourhood Plan Grant	£4,415.00	£0.00	£ 4,415.00
	Burial Fees	£1,274.00	£ -	£ 1,274.00
	Unity Bank - Interest	£83.90	£0.00	£ 83.90
				£ -
		£5,772.90	£ -	£ 5,772.90
	Pending Receipts (at 11/07/2022)			
	Brownies - April - July 2022	£160.00	£ 32.00	£ 192.00
				£ -
			£ -	£ -
		£160.00	£ 32.00	£ 192.00

Waits Invoice