

HEMSBY PARISH COUNCIL

Held a meeting at the Village Hall, Waters Lane, Hemsby on: Monday 19th January 2026 at 7.30pm

DRAFT MINUTES

1. ATTENDANCE

1.1 Cllr Kyriacou, Cllr S Bensly, Cllr Kern, Cllr Bowgen, Cllr Bennett (vice chairman) & Cllr Long. Apology received from GYBC/NCC Cllr James Bensly & GYBC Cllr Noel Galer. 11 members of the public present, GYBC Officer Andrew Wadsworth. Clerk Mrs K Wilton, RFO Mrs C Moore.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS - None

3. MINUTES OF PREVIOUS MEETING

3.1 The accuracy of the minutes of the Parish Council Meeting held on 24th November 2025 & were duly signed by Cllr Kyriacou.

4. PUBLIC FORUM

4.1 To receive reports from Councillors– NCC Cllr James Bensly, Borough Councillors – GYBC Cllr James Bensly & GYBC Cllr Noel Galer. - Not present

4.2 Police – report if available.

4.3 Andy Oakley to discuss 'Active Norfolk' - apology received he was unable to make the meeting & hopes to be able to attend a future meeting.

4.4 Andrew Wadsworth of GYBC addressed the Parish Council to advise that there is a consortium of local businesses who are wishing to purchase for a nominal fee of £1 & operate the Public Toilets at Beach Road & did the parish Council have any objection to that & was there any conditions they would like to impose as part of the terms & conditions of the hand over. The Parish Council thanked him for attending & advised that they would like to see the toilets open every weekend throughout the year, 7 days a week from 1st April (or earlier if Easter is before) to the end of October half term, he advised that he would add those things into the contract. He said that the consortiums ambition is to refurbish them, include pay for showers, external foot washes & dog water tap.

4.5 Residents/members of the public comments & questions;

4.5.1 Resident spoke about their understanding that dredging between Hemsby & Yarmouth will continue to cause longshore drift, another resident said that GYBC had previously confirmed that it was not a factor into the erosion.

4.5.2 A resident advised that they held a meeting with Carl Smith & Shiela Oxtoby & had asked lots of questions about what is happening & they had blamed central government for the lack of funding. They wanted it noting that they will continue to fight. They also asked about what was happening with the damaged Scratby gabions & they were asked to contact Ormesby & Scratby parish Council as this is in their area rather than Hemsby.

4.5.3 A resident spoke that in their opinion the rocks at California held help slow the erosion down.

4.5.4 It was felt that the Scratby gabions had only been repaired twice in their lifetime & they felt that if this had happened more frequently, they may not have toppled.

4.5.5 A person felt that GYBC were wasting spending £100 million on Gt Yarmouth town centre & it would be better spent on sea defences for Hemsby.

4.5.6 Concerns were raised about the sewerage pipe that runs near to the coast & will it be replaced or diverted?

4.5.7 A resident informed the meeting that the government announced a fund of £108million for flooding & sea defences, could this not be spent to protect Newport Cottages?

4.5.8 A resident stated that the hexiblocks are owned by Save Hemsby Coastline & their neighbour wished to use them to protect the area in front of their property, but they had been advised that it would cost £20,000.00 to move them.

4.5.9 A resident informed the meeting that they & their fellow neighbours were present at the meeting for the same reason, they are risking losing their homes without compensation.

4.5.10 A resident had spoken to Save Hemsby Coastline & they had advised the resident that there are cheaper ways of getting defences, it is the engineers costs that are prohibitive.

4.5.11 A resident was upset that they had overheard GYBC staff talking last week at the erosion site commenting 'why don't they just move out'.

The Chairman thanked all the residents for attending & invited them to future Parish Council meetings.

5. CO-OPTION TO PARISH COUNCIL'S VACANT SEATS – Five seats remain vacant. If you wish to be co-opted on to the Parish Council, the application forms are available from the Clerk. To consider any applications received – None received. Cllr Bennett felt that residents are being put off joining the Parish Council due to the negative feedback that is reported on Facebook about the Parish Council.

6. CORRESPONDENCE

6.1 The report from GYBC Andrew Wadsworth regarding the GYBC owned Beach Road public toilets, Hemsby was discussed & it was agreed that they should proceed with the transfer of the beach Road toilets to the interested parties. **See item 4.4**

6.2 It was noted that the Church have contacted the Parish Council for a letter of support for their Lottery Grant Fund application to address the flooding in the church yard around to the church. It was agreed to write a letter of support. **-Action Clerk**

6.3 A enquiry was received that the streetlighting column outside the methodist church has been removed (Presumed damaged or faulty) is it known if this will be replaced, an email was sent to GYBC raising this, no response as yet from GYBC.

6.4 It was noted that Hemsby Primary School are holding a consultation regarding the proposed merger of Caister Primary Federation and The Hive Federation. They are holding a consultation event at Hemsby Primary School – Monday 12th January 2026 at 6pm.

6.5 It was noted that volunteers have come forward for North Road boat planter & Kingsway island, they were welcomed by the Chairman to the meeting. It was confirmed that the 2025/26 budget remains that there is an available balance of £250.00. It was agreed that the same amount should be budgeted for 2026/27 £400 (£250 both sites (North road boat planter & Kingsway flower boxes) plus £150 for the Newport boat planter). They were asked to provide invoices & bank details for re-imburement.

7. ADMINISTATIVE MATTERS

7.1 The Clerk gave an update on the fire at the pavilion on 13/11/2025, emergency actions taken, quotations to be obtained for further works required, discuss hirers, access etc. They delegated authority for the Clerk to get the pavilion back up & running, emails will be sent with regular updates & progress reports as well as items that need decisions. There will be additional works, locks, legionella assessment etc that will need to be dealt with nearer opening time, there will also be a meeting held with all existing hirers & these will be on a future agenda, clerk to obtain quotations now where appropriate. **-Ongoing Clerk**

7.2 An update was given on the water supply in the Burial Ground, the burial ground water meter has been replaced, this did not remedy the fault as was hoped & this became apparent after a trial

period of turning the water back on again, that the leak remains. It was confirmed again that the new standpipe will be installed asap. **-Ongoing**

- 7.3 An update was given the installation of the replacement fence at the playing field. Consider quotations for a continuation or phased approach (2026/27 budget) to replace all of the fence & gates adjacent to Waters Lane. It was agreed to go back to ask if they will price match.

- Action Cllr Kyricacou/Clerk

- 7.4 It was noted that the request from the Parish Council for the installation of replacement footway lighting on Waters Lane to be extended beyond the current installation area down to Hall Road junction is being considered by GYBC & they are working with NCC to achieve that. The new lights are switched off between 01:00 and 05:00 daily. **-Ongoing**

- 7.5 The Clerk gave an update following the hit & run incident of the Playing field fence on 11/12/2025 & the police were contacted but despite several social media reports of witnesses not all of them would come forward with details or video evidence. It was confirmed that a running repair had been carried out by Clarkes fencing at the same time as the hard court fence repair (see item 7.9), as the playing field fence was leant over the footway following the incident.

- 7.6 It was noted that the new bus shelters on Yarmouth Road/Newport junction were installed w/c 12/1/2026, they were 80% funded by NCC (£16752.80) & a donation of £1500 was pledged by GYBC, although not yet recieved, there is no balance for the Parish Council to pay as there is no balance for the parish Council the project came in under budget as the Traffic Management fee on the original quote of just over £3400 was not required.

- 7.7 It was noted that headstone testing has been conducted in the Burial Gound- notices were placed on to three that families have not been traceable & the PC are awaiting contact from the families.

-Ongoing

- 7.8 The quotation for repairs following the annual play equipment inspection report was recieved & it was agreed at a cost of £495 plus vat, clerk to arrange the contractor to attend. **- Action Clerk**

- 7.9 It was noted that emergency repairs were carried out to the hard court fence following high winds.

- 7.10 Cllr Bennett to present again the policies that she proposed are revised ;- 1) Equal Opportunities 2) Grant awarding policy 3) Premises hire terms & conditions 4) Safeguarding Policy. They were considered again as they had been previously circulated draft versions at the September/carried forward from November meeting, it was agreed to adopt all of the policies, Cllr Bennett to provide them to the clerk in order they can be added to the policy register & placed on to the website.

-Action Cllr Bennett

- 7.11 The clerks report was not presented this month as a daily update had already been provided.

- 7.12 The quotation has been received for grass cutting for 2026, it was agreed to accept the quotation from the existing contractor & for it to be added to the 2026/27 budget. **-Action Clerk/RFO**

- 7.13 It was noted that the invitations that were sent to the stakeholders of the Westbank, Beach Road Car park to hold a fact finding meeting about the complaints received have not been accepted by anyone it was sent to. The land agent has asked for details of complaints received since the end of August 2025, this has been provided. It was noted that no further contact has been received from land owners agent which was very disappointing.

- 7.14 The presented meeting dates for 2026/27 were agreed, due to the pavilion still being out of action it was agreed to ask the Village hall if they can offer a room for the next two months & then the dates can be published.

- 7.15 It was noted that the Community Payback returned in December, they attended to the area behind the pavilion following the removal of the trees & shrubs, they also did a final tidy of the area where the trees had been removed next to the Village Hall & Farmer Daniels removed the greenery. The Village Hall also kindly made their toilets available for the Community Payback team during the works. The football club held a working party day on 27/12/2025 to tidy up the rear compound of their items following the gardening work by the Community payback team,

- they also attended to the changing rooms. They currently have a portaloos on site for players whilst the pavilion is out of action. They should be back in February, dates not yet confirmed.
- 7.16 It was noted that a site meeting was held with Lodge park Hemsby (Dunes Homes former Pontins development) regarding the works they completed on the burial Ground car park or re-surfacing & re-lining as the bond held by the parish Council's solicitor for defective works during the warranty period is due to be released back to them shortly.
- 7.17 The presented quotation for repairs/maintenance to outdoor gym equipment – **duplicate item see 7.8.**
- 7.18 The project to replace the hard court at Waters Lane with a Multi Use Games Area (MUGA) was agreed to move to the first stage of obtaining up to date quotes.
- 7.19 Following budget spend review on the Kingsway island, there remains an underspend, it was agreed to allocate some to the burial ground flower beds for immediate works at a cost of £.
- 7.20 The need to submit a request to GYBC to re-register Kings Head Public house as an Asset of Community Value as the current one expires in February 2026 was discussed & it was agreed to re-submit it. **- Action Clerk**
- 7.21 It was noted that the Ministry of Housing Communities and Local Government have increased the Section 137 expenditure limit to £11.60 per elector from 1st April 2026 for the financial year 2026-27. **-Action RFO**
- 7.22 It was agreed that in readiness for Assertion 10;
- 7.22.1 The new Parish Council email address will be clerk@hemsbyparishcouncil.gov.uk
- 7.22.2 It was agreed to adopt the presented draft IT policy. **-Action Clerk/RFO**
- 7.23 Consider meeting dates for 2026 – duplicate item see 7.14
- 7.24 It was agreed to appoint Trevor Brown an Internal auditor for 2025/26. **-Action RFO**
- 7.25 It was noted that junction signs have been installed on Martham Road showing the turning to Collis Lane & also Mill Road, these were part a of a complaint in Autumn 2025 which was passed on to NCC Highways.
- 7.26 It was noted that a replacement sign was required for the hard court after the previous one snapped in half in the winds.
- 7.27 To confirm the fireworks event for 6/11/2026, hire of PA equipment from Barrie Thornton, the previous fireworks company, it was agreed a planning meeting to be held on 9/2/2026 at 7.30pm at the Village Hall to discuss card readers, first aiders etc, invite social club & village hall committee, other helpers & suppliers. **- Action Clerk**

8. PLANNING & TREE PROTECTION ORDERS

8.1 Planning/Tree/ License applications decided by GYBC:

8.1.1 06/25/0657/F, Hemsby Tents & Touring Kings Loke Hemsby NR29 4HN, Variation of Condition 1(a) of the deemed planning permission granted by virtue of the Caravan Sites and Control of Development Act 1960 and the existing Site Licence dated 25th June 2013, ref: HE/0041/00150/00000/CAR/RF/conditions, to remove the existing seasonal-occupancy period restriction which limits site occupation to use only by caravans for holiday purposes between 20th March and 31st October in any year, and instead allow year-long occupation by caravans for holiday purposes. **Approved by GYBC on 19/11/2025.**

8.1.2 **06/21/0495/D** Development: Reserved Matters details of appearance, landscaping, layout and scale for 93 dwellings, open space and drainage, pursuant to outline planning permission 06/16/0583/O (Development of 93 residential dwellings, associated public open space and new vehicular access from Yarmouth Road); with details of Discharge of Conditions 20 (Surface Water Drainage design) and 24 (Landscaping details) of outline permission 06/16/0583/D.

Location: Yarmouth Road Hemsby GREAT YARMOUTH NR29 4WS. **Approved by GYBC on 10/12/2025.**

8.1.3 **06/25/0769/TCA**, The Burial Grounds The Street Hemsby NR29 4EU, Works to Trees in a Conservation Area; I.D. 93 (White Willow) To pollard at 3m after significant branch structure failures. **Approved by GYBC on 6/11/2025.**

8.1.4 **06/25/0825/TRE**, 9 Homestead Gardens Hemsby NR29 4JU, Works to trees protected by Tree Preservation Order (TPO No.2 1984) - G2 (Beech) - Crown reduction of 2.5m, crown lift to 3m above ground and shape and thin where appropriate. **Approved by GYBC on 3/12/2025.**

8.2 Planning/Tree Applications outcomes received from GYBC & response sent:

8.2.1 **06/25/0868/TRE**, Belmont House Winterton Road Hemsby NR29 4HH, Works to trees protected by Tree Preservation Order (TPO No. 6 2011) - T5 (Pine) - Fell, with replanting proposal. **The Parish Council submitted no objection to the application to GYBC on 25/11/2025**

8.2.2 **06/25/1021/F** siting of 28 static caravans for year-round holiday use, with associated access, parking, landscaping and ancillary works at Seafeld Caravan Park Newport Road Hemsby NR29 4NW. Response submitted to GYBC on 12/1/2020 of **No Objection**, but requesting conditions that this is not permitted to be sole or main residence, register is kept by site owner & inspected regularly by GYBC.

8.3 Consider any Planning applications received since the publication of the agenda requiring consideration - **None**

8.4 It was noted that Great Yarmouth Borough Council gives notice that the examination of the Community Infrastructure Levy Draft Charging Schedule is to take place as outlined below:

Date: Tuesday 24 February 2026 (the next day has also been reserved in case it overruns one day),
Time: 09:30, Location: Virtually, via Microsoft Teams. The examiners are Mike Hayden BSc (Hons) DipTP MRTPI and Joanne Burston BSc (Hons) MA MRTPI. For further information, please contact the independent Programme Officer, Mrs Annette Feeney via email at annette.feeney@great-yarmouth.gov.uk or by phone 07775 771026.

9. FINANCIAL MATTERS

9.1 The payments as circulated on the schedule for December (circulated in the month) **£9044.42** & January 2026 **£27,622.81**, **Receipts of £2544.76** were noted & bank statements as 31 October 2025 totalling **£348,00.34 (including earmarked reserves)**. The quarter 3 report was accepted.

Hemsby Parish Council savings account (Barclays)	£112,047.10
Hemsby Parish Council current account (Barclays)	£4,000.00
Hemsby Parish Council Unity Trust current account	£4,845.74
Hemsby Parish Council Unity Trust deposit account	£196,607.50
CCLA Investment	£30,000.00
Hinkley & Rugby BS	£500.00

9.2 To consider any changes to the scale of fees for the electricity tokens as agreed at the Finance Advisory Committee on 15/9/2025 **- Carried forward Cllr Bowgen**

9.3 The budget for 2026/27 was agreed & to set the precept as £103,983.00 for 2026/27. GYBC advised that tax base is 1649 (it was 1595 2025/26). This gives a band D average of £63.06 which is a 0% increase on 2025/26.

9.4 It was confirmed that the PWLB had been fully repaid & there is no money left to be repaid.

Cllr Long lef

10. Exclusion of Press & Public

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 discussion of council owned premises, it was agreed that the prospective tenant be contacted & offered the lease, the former tenant be pursued via debt recovery for their rent arrears. Personnel matters it was agreed to hold an informal meeting to formulate a plan.

11. Next Meeting: 16th February 2026 at the Village Hall, Waters Lane, Hemsby, NR29 4NH

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

Hemsby Parish Council **PAYMENTS LIST**

15 December 2025 (2025-2026)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
195	Office Equipment and Supplies	15/12/2025		Unity - Current		Office Telephone	Bonline	S	20.55	4.11	24.66
196	Pav - Broadband	15/12/2025		Unity - Current		Pavilion Broadband	BT	S	45.92	9.18	55.10
197	Pav - Maintenance	15/12/2025		Unity - Current		Washroom Services	Anglian Chemicals	S	36.25	7.25	43.50
198	Toilets - Electric	15/12/2025		Unity - Current		Toilets / Office Electric	EDF Energy	L	30.75	1.54	32.29
199	Pav - Electric	15/12/2025		Unity - Current		Pavilion Electric	EDF Energy	L	30.73	1.54	32.27
202	Toilets - Cleaning and Supplies	15/12/2025		Unity - Current		Cleaning Materials	Hugh Crane Cleaning Mate	S	143.19	28.64	171.83
203	Tree Surveys and Works	15/12/2025		Unity - Current		Tree Works	Maple Tree Services	Z	600.00		600.00
204	Tree Surveys and Works	15/12/2025		Unity - Current		Tree Works	Target Trees	S	333.33	66.67	400.00
205	Parish Office	15/12/2025		Unity - Current		Fire Alarm Servicing	Vocalvale	S	157.97	31.59	189.56
206	Waste	15/12/2025		Unity - Current		Waste	Norse Waste Solutions	S	61.10	12.22	73.32
207	Parish Office	15/12/2025		Unity - Current		Electrical Inspections	Bowers and Barr	S	344.70	68.94	413.64
207	Toilets - Maintenance	15/12/2025		Unity - Current		Electrical Inspections	Bowers and Barr	S	341.81	68.36	410.17
208	Events	15/12/2025		Unity - Current		Event Expenditure	Barrie Thornton	Z	350.00		350.00
209	Waste	15/12/2025		Unity - Current		Recycling Collections	URM (UK) Ltd	S	118.66	23.73	142.39
210	GA - Miscellaneous	15/12/2025		Unity - Current		Mileage and Expenses	Rainmakers Club Limited	Z	83.43		83.43
211	Grave Digging	15/12/2025		Unity - Current		Grave Digging	JG Services Norwich Ltd	Z	80.00		80.00
212	PF - Miscellaneous	15/12/2025		Unity - Current		Mole Catching	Ace Mole Catching	Z	200.00		200.00
213	Pav - Maintenance	15/12/2025		Unity - Current		Pavilion Maintenance	Mike Albone	S	658.26	131.65	789.91
Total									8,585.87	458.55	9,044.42

Staff costs £4952.35

Hemsby Parish Council
PAYMENTS LIST

19 January 2026 (2025-2026)

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
215	PF - Miscellaneous	19/01/2026		Unity - Current		Fence Repairs	Clarkes Fencing Co Ltd	S	200.00	40.00	240.00
216	Pav - Maintenance	19/01/2026		Unity - Current		Roof Repairs	Rosie Roofing Ltd	Z	170.00		170.00
223	Office Equipment and Supplies	19/01/2026		Unity - Current		Office Telephone	Bonline	S	20.55	4.11	24.66
224	Pav - Broadband	19/01/2026		Unity - Current		Pavilion Broadband	BT	S	45.92	9.18	55.10
225	Pav - Maintenance	19/01/2026		Unity - Current		Washroom Services	Anglian Chemicals	S	36.25	7.25	43.50
226	Toilets - Electric	19/01/2026		Unity - Current		Toilets / Office Electric	EDF Energy	L	52.19	2.61	54.80
227	Pav - Electric	19/01/2026		Unity - Current		Pavilion Electric	EDF Energy	L	19.00	0.95	19.95
230	Waste	19/01/2026		Unity - Current		Waste	Norse Waste Solutions	S	59.10	11.82	70.92
231	Parish Office	19/01/2026		Unity - Current		Parish Office Lease	East Commercial	S	75.00	15.00	90.00
232	Bus Shelters - Replacements	19/01/2026		Unity - Current		Bus Shelter	Littlethorpe	S	18,105.00	3,621.00	21,726.00
233	Toilets - Cleaning and Supplies	19/01/2026		Unity - Current		Cleaning Materials	Hugh Crane Cleaning Mate	S	62.00	12.40	74.40
234	PF - Capital and Improvements	19/01/2026		Unity - Current		Sign	Sign Connections Ltd	S	114.10	22.82	136.92
Total									23,875.67	3,747.14	27,622.81

Staff costs £4916.56