

HEMSBY PARISH COUNCIL

Held a meeting at the Pavilion, Waters Lane, Hemsby on Monday 15th July 2024 at 7.30pm

MINUTES

1. ATTENDANCE

1.1 Present: Cllr K Kyriacou (Chairman), Cllr Stocker, Cllr Chilvers, Cllr Kern, Cllr Bennett (Vice-Chairman) & NCC/GYBC Cllr Bensly. Apologies received from Cllr Bowgen & Cllr Cooper. No apology GYBC Cllr Noel Galer & Cllr S Bensly, No members of the public present. Clerk Mrs K Wilton.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS.

Cllr Kyriacou & Cllr Chilvers – Football items

Cllr Kern – events item 6.1

3. MINUTES OF PREVIOUS MEETING

3.1 The accuracy of the minutes of the Parish Council Meeting held on **17th June 2024** were agreed & signed by the chairman.

4. PUBLIC FORUM

4.1 To receive reports from Councillors– NCC Cllr James Bensly, Borough Councillors spoke about the forth coming GYBC Cabinet meeting about their new Coastal Adaptation Policy & the Resilient Coasts Project. He hopes that it will help GYBC to obtain further funding for coastal issues & to raise the profile of the plight of Hemsby.

4.2 Police, not present.

4.3 No members of the public present.

5. CO-OPTION TO PARISH COUNCIL'S VACANT SEATS – Three seats remain vacant, application forms available from the Clerk. To consider any applications received - **None**

6. CORRESPONDENCE/DAY TO DAY MATTERS

6.1 The request from Hemsby Events Group to use bouncy castles & fair ground rides on the back Playing field for their event in July, Cllr Kern advised that this was not now required as they had been unable to secure an operator.

6.2 PRZ035 Hemsby, The Pines DDBA –The proposal for the new site for Puffin crossing & bus stop on Kingsway was discussed & it was agreed that they had no comment to make.

6.3 The complaint received from a resident regarding the trees planted at the Playing field was discussed & Cllr Kern offered to install some signs to warn people parking to avoid the trees.

6.4 Complaint sent to NCC regarding overgrown hedge on Newport Road, Hemsby on 10/6/2024, reference ENQ 900269811. **-Noted**

6.5 Complaint sent to NCC regarding overgrown land around Newport bus shelter on the bus lane on 2/7/2024 reference ENQ900272038. **-Noted**

6.6 Complaint sent to NCC regarding overgrown hedge at The Pastures on 30/5/2024 reference ENQ900268589. **-Noted**

6.7 It was noted that NCC have advised that their Parish Partnership grant fund is now open to receive applications until 6/12/2024. The Clerk requested any suggestions are forwarded prior to the September meeting in order that costings can be obtained. **-Action Cllrs**

6.8 Duplicate item.

6.9 It was noted that GYBC's cabinet have a meeting on 17/7/2024 to discuss two reports The first paper sets out a policy framework for adaptation across the coastal frontage of the Borough, which considers a range of options that, subject to funding, could form part of future adaptation plans for coastal communities. The paper includes some wider policy changes which could

support Hemsby residents and businesses affected by coastal erosion. This does not change anything in terms of the conversations we have been having as part of the stakeholder group, and any future plans will be fully discussed with input from the Hemsby stakeholder group.

The second paper provides clarity on the Resilient Coasts project and its associated funding. The project provides just over £8 million, which is shared across Great Yarmouth and East Suffolk frontages. This funding cannot be used for sea defences. The funding was allocated to the Councils in 2022, by the Environment Agency, with the aim of testing new and emerging approaches to coastal adaptation, which could then be rolled out nationally in the future. The paper outlines the proposed programmes of work that this project can fund and provides funding for some of the options outlined in the adaptation policy. Again, any future adaptation plan will be developed with our coastal communities and stakeholders.

A link to the papers here [CMIS > Meetings](#)

It was agreed to write to GYBC c/o Cllr Bensly to enquire if the Environment Agency have done an environmental impact assessment & what do they anticipate the changes further up the coast & potential negative effects on Hemsby.

7. ADMINISTRATIVE MATTERS

- 7.1 The contents of the Clerks report was noted.
- 7.2 An update on reviewing the asset register was received from Cllr Chilvers & Cllr Bowgen, they advised that they have not yet undertaken the work.
- 7.3 To receive further update on the draft proposal from Cllr Chilvers (Football Club Chairman) on the installation of a storage container (drawings, planning permission requirements, funding etc) as Cllr Bennett advised that a resident has spoken to her about investing in football/PC. It was agreed that the Parish Council would seek the planning permission for a unit, with a peppercorn land rent charged to the football club & the container would revert in ownership to the parish council if the football club ceased. Cllr Bennett spoke about a joint unit for community use & Cllr Stocker advised that he would attempt to get a quotation for a unit with doors at either end as well as a unit with doors at only one end. Cllr Chilvers confirmed that they will be installed of the compost bins shortly. **-Ongoing**
- 7.4 The Clerk gave update on the NCC Contract for the maintenance of Kingsway Island as the temporary contractor had been on site but seemed unprepared for the type of work, this was fed back to NCC on the day. It is unclear if they will be fulfilling the remaining two visits of the NCC contractor. They & the current grass contractor have been asked to provide quotations for the 2025 season also to include the area around the Village Sign on The Street. Cllr Bennett advised that she purchased the shrubs/plants & will forward a receipt for re-imbusement. **-Ongoing**
- 7.5 The Fireworks event in 2024 was discussed & the donation from Richardsons of £3000 plus VAT was accepted towards the cost of the event. It was agreed to appoint The UK Firework Company Ltd to provide the display only, not any accompanying music. The Chairman, Cllr Kern & GYBC Cllr Bensly were thanked for their joint working with Richardsons to secure part funding for the event. It was agreed to delegate the signing of the contract to Cllr Bennet as the current one in hand still showed a music accompaniment, which was now not required **- Action Cllr Bennett**
- 7.6 Cllr Bennett provide an update from the Multi Use Games Areas (MUGA) working group, they have submitted an application to Sport England grant fund, the other fund they were going to try is now on hold due to the change in government, so this may or may not be re-started they will have to wait & see. **-Ongoing**
- 7.7 The second response from the Yarmouth Road site owner regarding the concerns raised of safety on the site has been received, they have advised that they have agreed with Allison Homes Group, reinstatement of the land should take place within the next week (w/c 8/7/2024). *'Due to the impending use of heavy machinery, off road traffic and excavations being a risk to health and safety, the permissive footpath will be closed until further notice. The land will be reverted to private property access only and anyone on land will be trespassing. The wooden side gate*

entrance has been screwed shut to prevent access. Signage has also been installed, a closed sign is at the site entrance/s.'

7.8 The registration of land at Martham Road/Mill Road junction was discussed & it was agreed that the clerk should make enquiries with HKB Wiltshires solicitors for costings etc. **-Action Clerk**

7.9 Cllr Bennetts proposal for a community storage facility was discussed under 7.3.

7.10 The quotation received to re-line the Playing field car park spaces was discussed & it was agreed that this should go ahead as soon as possible during the summer months at a cost of £1320 plus VAT, following a site visit to clarify the works schedule. **-Action Clerk**

8. PLANNING & TREE PROTECTION ORDERS

8.1 Planning/Tree application decisions issued by GYBC/ Planning Inspectorate: None

8.2 Planning Applications received but not yet responded to: None

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

8.3.1 **06/24/0155/HH** 16 Fallowfield Hemsby - Single storey front extension and conversion of existing garage to create 1 additional bedroom with ensuite, it was agreed to submit no objection to GYBC by 1/8/2024. **-Action Clerk**

8.3.2 **06/24/0308/HH** Highland House- 39 Beach Road Hemsby. Erection of new gable ended pitched roof over existing flat roofed garage. It was noted that it will be considered at GYBC Planning Control Committee on 17/7/2024.

9. FINANCIAL MATTERS

9.1 The payment list as circulated on the schedule for July was agreed. The bank statements were accepted. The total payments for June are **£10,327.39** receipts of **£3,218.36** were noted. The bank summary was received & accepted as at 30 June 2024 totalling **£276,133.01 (including earmarked reserves of £194,820.73)**. Cllr Stocker left the meeting during this item at 8.24pm.

It was confirmed that the amounts shown as capital & improvements & miscellaneous (items No. 83, 94 x 2 & 95) are re-imbursments for items paid for by the clerk out of her own funds they were: £95.00 15L of gloss exterior paint, 5L undercoat & paint kettles x3, £6.99 paint brushes for Pit Road Gardens railings. £18.71 petrol & 2-stroke oil for the community payback for playing field verges & garden. £95.96 replacement coat & ppe boots for the ranger. £12.95 postage for return of incorrect tennis net. grand total £229.61, as the corporate card has not been working & we are awaiting a new one to be issued.

Hemsby Parish Council savings account (Barclays)	£104,551.42
Hemsby Parish Council current account (Barclays)	£4,000.00
Hemsby Parish Council Unity Trust current account	£10,021.44
Hemsby Parish Council Unity Trust deposit account	£159,074.41

9.2 It was noted & agreed that the fee payable to increase the fidelity cover to £500,000.00 is £155.36 (was originally quotes as £163.90) as suggested at the May meeting. **-Action RFO**

9.3 It was noted that PKF Littlejohn our external auditor has acknowledged receipt of our Annual Governance Return. **-Ongoing**

10. Next Meeting: 16th September 2024 at the Pavilion, Waters Lane, Hemsby, NR29 4NH

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

Hemsby Parish Council
PAYMENTS LIST

15 July 2024 (2024-2025)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
74 Parish Office	08/07/2024		Unity - Current		Letting Management Fee	Kingsway Sandwich Bar	S	27.08	5.42	32.50
Staff costs										2,894.67
80 Office Equipment and Supplies	15/07/2024		Unity - Current		Office Telephone	Bonline	S	17.55	3.51	21.06
81 Pav - Broadband	15/07/2024		Unity - Current		Pavilion Broadband	BT	S	33.15	6.63	39.78
82 Pav - Maintenance	15/07/2024		Unity - Current		Washroom Services	Anglian Chemicals	S	36.25	7.25	43.50
83 Clerk Salary	15/07/2024		Unity - Current		Mileage and Expenses	Kerrie Wilton	X	0.61		0.61
83 Mileage	15/07/2024		Unity - Current		Mileage and Expenses	Kerrie Wilton	Z	21.87		21.87
83 Working from Home Allowance	15/07/2024		Unity - Current		Mileage and Expenses	Kerrie Wilton	X	26.00		26.00
83 PF - Capital and Improvements	15/07/2024		Unity - Current		Mileage and Expenses	Kerrie Wilton	Z	12.95		12.95
84 Responsible Financial Officer	15/07/2024		Unity - Current		Salary - Responsible Financial (Catherine Moore	X	0.40		0.40
84 Working from Home Allowance	15/07/2024		Unity - Current		Salary - Responsible Financial (Catherine Moore	X	5.00		5.00
85 Parish Office	15/07/2024		Unity - Current		Toilets / Office Electric	EDF Energy	S	279.40	55.88	335.28
86 Pav - Electric	15/07/2024		Unity - Current		Pavilion Electric	EDF Energy	L	73.45	3.67	77.12
87 Waste	15/07/2024		Unity - Current		Waste	Norse Waste Solutions	S	59.40	11.88	71.28
88 Events	15/07/2024		Unity - Current		Event Expenditure	UK Firework Company	S	2,250.00	450.00	2,700.00
89 PF - Capital and Improvements	15/07/2024		Unity - Current		Sports Equipment	Net Sports World	S	9.96	1.99	11.95
90 Pav - Cleaning	15/07/2024		Unity - Current		Cleaning - Pavilion	James Chariton	Z	230.00		230.00
91 BG - Grounds Maintenance	15/07/2024		Unity - Current		Grounds Maintenance	Garden Guardian	S	580.88	116.18	697.06
91 PF - Grounds Maintenance	15/07/2024		Unity - Current		Grounds Maintenance	Garden Guardian	S	681.00	136.20	817.20
92 Toilets - Cleaning and Supplies	15/07/2024		Unity - Current		Cleaning - Ranger Cover	James Chariton	Z	87.50		87.50
93 Recycling	15/07/2024		Unity - Current		Recycling Collections	URM (UK) Ltd	S	76.80	15.36	92.16
94 OS - Capital and Improvements	15/07/2024		Unity - Current		Mileage and Expenses	Kerrie Wilton	S	100.83	1.17	102.00
94 PF - Capital and Improvements	15/07/2024		Unity - Current		Mileage and Expenses	Kerrie Wilton	S	17.59	1.12	18.71
94 Misc - Miscellaneous	15/07/2024		Unity - Current		Mileage and Expenses	Kerrie Wilton	S	91.80	4.16	95.96
95 Insurance	15/07/2024		Unity - Current		Insurance	Clear Councils	X	155.36		155.36
96 Pav - Maintenance	15/07/2024		Unity - Current		Fire Alarm Servicing	Vocalvale	S	299.98	60.00	359.98
Total								9,446.97	880.42	10,327.39

