

## HEMSBY PARISH COUNCIL

Hemsby Parish Council held a meeting at the Pavilion, Waters Lane, Hemsby on Monday 17<sup>th</sup> March 2025 at 7.30pm.

### DRAFT MINUTES

#### **1. ATTENDANCE**

1.1 Present: Cllr K Kyriacou (Chairman), Cllr Kern, Cllr Armfield, Cllr S Bensly. Apologies received from Cllr Chilvers, Cllr Bennett (Vice-Chairman), Cllr L Long, NCC/GYBC Cllr J Bensly & GYBC Cllr Galer. 4 member of the public present. Clerk Mrs K Wilton

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

- 2.1 Cllr Bensly – Social Club item 7.8  
Cllr Kern – Treasurer of Hemsby Events Group 7.9

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

- 3.1 The accuracy of the minutes of the Parish Council Meeting held on 17<sup>th</sup> February 2025 were agreed & signed by the Chairman.

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

- 4.1 No reports from Councillors– NCC Cllr James Bensly, Borough/GYBC Cllr James Bensly & GYBC Cllr Noel Galer.  
4.2 Police – no update received. They will be holding the next SNAP meeting at the Pavilion, Hemsby on 17/4/2025 - open to all.  
4.3 The Chairman of the Social Club explained that they would like to invest & improve the facilities of the former bowls garden & former bowls club building & they would like to have a commitment to use the facility for 3-5 years.

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

#### **6. CORRESPONDENCE/DAY TO DAY MATTERS**

- 6.1 It was noted that the Parish Council Chairman & clerk have been invited a coastal meeting on 18/3/2025 with representatives from Hemsby Lifeboat at GYBC Town hall. The further Coastal Liaison meeting at GYBC Town Hall on 24/3/2025, has now been cancelled & re-arranged for 29/4/2025.  
6.2 It was noted that a complaint has been received that the 'Caution Horses' sign has still not been installed by NCC Highways, despite NCC Cllr Bensly agreeing to fund it in 2023. This has been passed on to NCC Highways to investigate, they hope to install it shortly, the resident who requested its installation has been advised accordingly.  
6.3 No update from Cllr Bennett as not present on the proposed youth project – **Carried forward**  
6.4 Cllr Bennett was not present to lead to the discussions on the fireworks event on 7/11/2025  
**-Carried forward**  
6.5 The use of the playing field car park for long term/ all day users were discussed as there appears to be at least three groups who are leaving a large number of cars in the carpark all day & leaving by private coaches. It was agreed to contact the known group leaders of the car park to ask that they provide dates when they will be using the car park. This can hopefully prevent delays to maintenance, repairs, or hire & if incidents occur then the contact details for at least the group leader will be known.  
**- Action Clerk**

6.6 Cllr Kyriacou & Cllr Armfield have inspected the damaged door to former phone box (Defib) at Kingsway & it was noted that a replacement/additional bracket could be installed at the bottom of the door to try & remedy the problem. The broken litter bin on the bus shelter will also be removed  
**-Ongoing**

## **7. ADMINISTRATIVE MATTERS**

7.1 The contents of the Clerks report were noted.

7.2 The current pavilion broadband supplier was discussed as the contract has now ended & it has increased significantly over that time, a quotation from an alternative supplier had been circulated however it is not known the length of the contract they are offering, it was requested that the clerk clarify & bring it back to the next meeting.  
**-Action Clerk**

7.3 It was noted that the Bleed kits have been installed in the Defibrillator cabinets at The Village Hall, Kingsway phone box, Beach Cafe & The Primary School, they have all been registered with Turtle Medical & the ambulance service & have expiry dates of March 2029.

7.4 A verbal update was given on the Martham Road bus shelter project by the clerk, she advised that GYBC have claimed ownership of the bus shelter, despite not owning the land that it stands on & they consider that it only requires additional maintenance rather than replacement. They are willing to assign its ownership to the Parish Council, however the Parish Council resolved to not proceed with that, cancel the solicitor that had been engaged to seek registration of the land, remove it from their insurance & decline the £5,3137 that had been awarded on 13/3/2025 by the Norfolk Parish Partnership fund towards the costs of £10,274 to replace it that they had successfully applied for to cover 50% of the costs to replace it, with the balance (£5,3137) being covered by The Parish Council.  
**-Action Clerk**

7.5 The requirement to replace first aid kits agreed to replace the one in the pavilion & purchase an additional one for the Rangers storeroom.  
**-Action Clerk**

7.6 The fire alarm issues at pavilion were discussed as the clerk had been called out again as the alarm was sounding, the control panel was showing electrical failure, the chairman agreed for Vocalvale to be called, they could find no live electrical supply to the unit & suggested an electrician was called, which the chairman agreed to & an email to that effect was sent to all Cllrs. An electrician attended the next day as the unity was functioning on the internal batteries once re-set & it was discovered that the RCD unit had been turned off & would not re-set, the electrician remedied the problem.

7.7 The clerk advised that cover is required for the Ranger whilst on annual leave, this was agreed.

7.8 The verbal proposal received from the Social Club Chairman for former Bowls Green, it was agreed that the present verbal agreement is rolled forward to review March 2030 & that they can carry out the works.

7.9 The Playing field fees for Hemsby Events group to hold an event on both fields & hire the pavilion toilets on Sunday 27th July 2025 were discussed, it was agreed that a fee would be set of £60 for the weekend for the cleaning of the toilets in changing room 1.

They also considered the request from the Football club for the two tournaments they wish to hold on 10th & 11<sup>th</sup> May 2025 & 17<sup>th</sup> & 18<sup>th</sup> May 2025 for both fields, the clerk advised that it had been £400 for one weekend tournament in May 2024, it was agreed to reduce that to £60 per weekend for each tournament for use of both playing fields.  
**- Action RFO**

7.10 It was agreed to renew the subscription with Norfolk Association of Local Councils (NALC) (£689.37).  
**-Action RFO**

## **8. PLANNING & TREE PROTECTION ORDERS**

8.1 Planning/Tree application decisions issued by GYBC:

8.1.1 **06/24/0850/HH 1A** The Pastures Hemsby - Garage conversion with rear and front extensions and addition of with new pitched roof. **approved by GYBC on 14/2/2025.**

8.1.2 GYBC have applied for a Tree Preservation Order No. 5 of 2025 – Beech Tree on Land at Blue Dell, North road, Hemsby, comments to them by 25/3/2025.

8.2 Planning Applications received to be responded to/have been responded to:

8.2.1 **06/24/1004/F** 1 Medeswell (Garage at the rear of) Hemsby - Alterations to remove front door and convert garage into an office for personal use by the occupants of 1 Medeswell, Hemsby. **A response of No objection was submitted to GYBC on 13/3/2025.**

8.2.2 **06/25/0906/F** Lucky Numbers 6 Ormesby Glebe Hemsby - Demolition of the existing 1-bedroom bungalow; Erection of a replacement 4 bedroom 2-storey dwelling. (Re-consultation: amended description of development from the previous one.) **A response was sent to GYBC that the Parish Councils previous objection still applied, sent 12/3/2025.**

8.2.3 **06/25/0112/MM** Land at NE corner of Beach Road and Back Market Lane (Seacroft Hemsby Ltd) Hemsby - Application for Prior Approval for: Proposed removal of an existing 15m telecoms monopole, base cabinet and apparatus; Erection of a replacement 18m tall telecoms lattice tower and headframe, 9no. antennae, 1no. dish and associated apparatus, new base cabinet and associated fencing. **Response submitted to GYBC on 6/3/2025 of no objection.**

8.2.4 **06/25/0108/VCU** Sea Breeze Caravan Park Newport Road (north of Thurtles Lane) Hemsby NR29 4NW - Variation of Condition 1 (No occupation between 1st November to 19th March in the following year) and removal of Condition 2 (Requirement to remove caravans from the site when not occupied) of pp BF.5200 (Permanent planning permission to create caravan park) - To allow use of the land for siting of caravans for holiday use and their retention on site all year round. **It was agreed to submit an objection to the application –copy at the end of these minutes.**

8.2.5 **06/25/0109/VCU** Seafield Caravan Park Newport Road (south of Fakes Road) Hemsby NR29 4NW - Variation of Condition 1 (No occupation between 1st November to 19th March in the following year) and removal of Condition 2 (Requirement to remove caravans from the site when not occupied) of pp BF.5201 (Permanent planning permission to create caravan park) - To allow use of the land for siting of caravans for holiday use and their retention on site all year round. **It was agreed to submit an objection to the application. –copy at the end of these minutes.**

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

8.3.1 **06/23/0658/O** Former Engine Shed Land to the east of Parklands North Road, Hemsby NR29 4HA - Application for outline planning permission with all matters reserved for future determination, for the proposed redevelopment of holiday park recreation land and model railway attraction for a residential development of 13no. Bungalows. It was agreed to submit **no objection** to GYBC. **-Action Clerk**

8.4 It was noted that a **Notification: Submission of the Great Yarmouth Local Plan to the Secretary of State for Examination**, namely that Great Yarmouth Borough Council submitted its Final Draft Local Plan in accordance with the Planning and Compulsory Purchase Act 2004 and Regulation 22 of the Town and County Planning (Local Planning) (England) Regulations 2012 (as amended) on 24<sup>th</sup> February 2025.

The Submission documents, along with the Council's evidence base are available to view on the Council's website at <https://localplan.great-yarmouth.gov.uk/examination-library>. Further local plan examination information, such as how to keep up to date, is also available on the Council's website at <https://localplan.great-yarmouth.gov.uk/article/9963/Emerging-Local-Plan>.

Inspection copies of all the consultation documents and comments forms are also available to view at the following locations:

- Reception at Great Yarmouth Borough Council, Town Hall, Hall Plain, Great Yarmouth, NR30 2QF

- Local Libraries including (note opening times could be subject to change, the below times are based upon usual operating hours advertised by Norfolk County Council library services):
  - Great Yarmouth Library, Tolhouse Street, Great Yarmouth, NR30 2SH: 8am – 7pm (Mon – Fri); 8am – 4pm (Sat); or 10am – 4pm (Sun)
  - Caister Library, Beach Road, Caister-on-Sea, NR30 5EX: between 8am – 7pm (Mon – Fri); 8am – 4pm (Sat); or 10am – 4pm (Sun)
  - Martham Library, Black Street, Martham, NR29 4PN: between 8am – 7pm (Mon – Fri); 8am – 4pm (Sat); or 10am – 4pm (Sun)
  - Other libraries are holding documents also; however, these are the nearest to Hemsby.

8.5 It was noted that a **Modification to the Great Yarmouth Community Infrastructure Levy (CIL) Draft Charging Schedule prior to Submission** namely that Great Yarmouth Borough Council has modified its Community Infrastructure Levy (CIL) Draft Charging Schedule following its publication (under Regulation 16). The Statement of Modifications is therefore attached to this email for inspection prior to the submission of the draft charging schedule for independent examination. This notification is in accordance with Regulation 19 (4) of The Community Infrastructure Levy Regulations 2010 (as amended).

The Submission documents, along with the Council's CIL evidence base are available to view on the Council's website at <https://cil.planning.great-yarmouth.gov.uk/examination-library>. Further CIL examination information, such as how to keep up to date, is also available on the Council's website at [cil.planning.great-yarmouth.gov.uk](https://cil.planning.great-yarmouth.gov.uk).

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- Other libraries are holding documents also; however, these are the nearest to Hemsby.

8.6 It was noted that Popham (The agents for ORBIT Housing the new owners of the Yarmouth Road housing development site) have contacted by email on 5/3/2025 to confirm that they are running a public online consultation Popham proposals for their aspirations & plans for the site the consultation ran from 22/2/2025 & ended on 9/3/2025. The Parish Council felt that it was disappointing that a drop in event had not been held in the village as suggested by the Parish Council when they attended the Parish Council meeting on 20/1/2025.

8.7 It was noted that the Parish Council that at the time of the issue of this agenda it had not been contacted by GYBC planning department about planning application **06/23/0658/O** Former Engine Shed Land to the east of Parklands North Road, Hemsby NR29 4HA - Application for outline planning permission with all matters reserved for future determination, for the proposed redevelopment of holiday park recreation land and model railway attraction for a residential development of 13no. Bungalows. This has been queried with GYBC by email to the Head of Planning on 24/2/2025, a follow up email was sent on 13/3/2025 & this on the same day resulted in the Parish Council being issued with a formal consultation document **see 8.3.1 above**. GYBC advised that the original planning consultation was sent to the Parish Council on 21/8/2024, this was not received & GYBC did not follow up the lack of response from the Parish Council.

## 9. FINANCIAL MATTERS

9.1 The payment list as circulated on the schedule for February was circulated & agreed, in month receipts of **£2870,68** & payments of **£7831.69** The bank summary was received & accepted as at 28/2/2025 totalling **£291,782.05 (including earmarked reserves of £194,820.73)**

Hemsby Parish Council savings account (Barclays)	£110,591.68
Hemsby Parish Council current account (Barclays)	£4,000.00
Hemsby Parish Council Unity Trust current account	£3,899.68
Hemsby Parish Council Unity Trust deposit account	£173,290.69

9.2 It was noted that there is a VAT payment due to HMRC due to fireworks sponsorship & receipt of fireworks admission fees. It was agreed that the RFO should set up Direct debit to permit future payments.

**-Action RFO**

9.3 It was agreed to authorise the clerk to purchase Land Registry documents for the Kings Head Public House, North Road, Hemsby as part of the process to re-register it as an Asset of Community Value at a cost of £14.00.

**-Action Clerk**

## 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 & agreements, it was agreed that the Chairman, clerk, letting agent & tenant should hold a meeting, feedback will be given to Cllrs.

**-Action Clerk & Cllr Kyriacou.**

11. Next Meeting: 14<sup>th</sup> April 2025 at the Pavilion, Waters Lane, Hemsby, NR29 4NH

Clerk Mrs Kerrie Wilton Telephone: 01493 719235 Email: [hemsbypc@outlook.com](mailto:hemsbypc@outlook.com)

Hemsby Parish Council

17 March 2025 (2024-2025)

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
275	Office Equipment and Supplies	17/03/2025		Unity - Current		Office Telephone	Bonline	S	17.55	3.51	21.06
276	Pav - Broadband	17/03/2025		Unity - Current		Pavilion Broadband	BT	S	43.15	8.63	51.78
277	Pav - Maintenance	17/03/2025		Unity - Current		Washroom Services	Anglian Chemicals	S	36.25	7.25	43.50
278	Toilets - Electric	17/03/2025		Unity - Current		Toilets / Office Electric	EDF Energy	L	39.94	2.00	41.94
279	Pav - Electric	17/03/2025		Unity - Current		Pavilion Electric	EDF Energy	L	46.65	2.33	48.98
280	BG - Water	17/03/2025		Unity - Current		Water - Burial Ground	Wave	Z	107.96		107.96
281	Pav - Water	17/03/2025		Unity - Current		Water - Pavilion	Wave	Z	196.30		196.30
282	Toilets - Water	17/03/2025		Unity - Current		Water - Toilets & Office	Wave	Z	107.99		107.99
283	Grave Digging	17/03/2025		Unity - Current		Grave Digging	JG Services Norwich Ltd	Z	600.00		600.00
284	Clerk Salary	17/03/2025		Unity - Current		Salary - Parish Clerk	Kerrie Wilton	X	0.72		0.72
284	Mileage	17/03/2025		Unity - Current		Salary - Parish Clerk	Kerrie Wilton	Z	14.58		14.58
284	Working from Home Allowance	17/03/2025		Unity - Current		Salary - Parish Clerk	Kerrie Wilton	Z	26.00		26.00
285	Responsible Financial Officer	17/03/2025		Unity - Current		Salary - Responsible Financial Officer	Catherine Moore	Z	0.69		0.69
285	Working from Home Allowance	17/03/2025		Unity - Current		Salary - Responsible Financial Officer	Catherine Moore	Z	5.00		5.00
286	PF - Miscellaneous	17/03/2025		Unity - Current		Mole Catching	Ace Mole Catching	Z	200.00		200.00
287	Subscriptions	17/03/2025		Unity - Current		Software Subscription	Scribe Accounts	S	660.00	132.00	792.00
288	VAT Refund	17/03/2025		Unity - Current		VAT Payment	HMRC	R		256.11	256.11
289	Pav - Cleaning	17/03/2025		Unity - Current		Cleaning - Pavilion	James Charlton	Z	230.00		230.00
290	Grave Digging	17/03/2025		Unity - Current		Grave Digging	JG Services Norwich Ltd	Z	80.00		80.00
291	Recycling	17/03/2025		Unity - Current		Recycling Collections	URM (UK) Ltd	S	73.60	14.72	88.32
292	BG - Miscellaneous	17/03/2025		Unity - Current		Memorial Bench	The Plastic Company	S	424.00	84.80	508.80
293	Pav - Maintenance	17/03/2025		Unity - Current		Fire Alarm Servicing	Vocalvale	S	25.00	5.00	30.00
<b>Total</b>									<b>7,315.34</b>	<b>516.35</b>	<b>7,831.69</b>

Staff costs £4379.96

## **Feedback made by Parish Council for the two planning applications:**

**06/25/0108/VCU**, Sea Breeze Caravan Park Newport Road (north of Thurtles Lane) Hemsby NR29 4NW, Variation of Condition 1 (No occupation between 1st November to 19th March in the following year) and removal of Condition 2 (Requirement to remove caravans from the site when not occupied) of pp BF.5200 (Permanent planning permission to create caravan park) - To allow use of the land for siting of caravans for holiday use and their retention on site all year round.

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The Parish Council's objections are based on significant planning policy concerns and the potential negative impact on the character of the area, local infrastructure, and community.

### **1. Protecting the Character of the Area and Preventing Uncontrolled Residential Development**

The current seasonal restrictions exist to preserve the character of holiday parks and prevent them from gradually transforming into de facto residential housing estates. Allowing year-round occupation at Seafield & Sea Breeze Caravan Parks risks undermining the original intent and planning designation of the site. The National Planning Policy Framework (NPPF), The GYBC Local Plan as well as the Hemsby Neighbourhood Plan supports sustainable tourism, but this must be balanced against environmental protection and local amenity to ensure that holiday parks do not evolve into permanent residential communities without proper planning oversight or appropriate conditions.

The parish already permission granted for a residential development that has not yet started (Yarmouth Road), one in progress (Former Pontins Site) as well as a new large site (Highfield Equestrian Centre) designated in the new GYBC Local Plan, which has no current planning permission.

### **2. Loss of Tourist Accommodation to Permanent Residential Use**

The proposal would reduce the availability of short-term tourist accommodation, impacting the local tourism economy. Holiday parks play a key role in supporting seasonal tourism, and if occupied permanently, some units may become unofficial residences rather than being used as temporary holiday lets. Over time, this could diminish the holiday trade, which is a vital contributor to Great Yarmouth's economy. We are aware that GYBC are the responsible body & they are required to regularly check that the owners of accommodation on these sites have a sole or main residence elsewhere, however we are unsure as to how often this is checked & what the repercussions are if they are found to be in breach. Within the adopted Hemsby Neighbourhood Plan this is designated tourism area.

### **3. Inadequate Infrastructure and Services for Permanent Residency**

Holiday parks are not designed to support permanent, year-round occupation. If the restriction is lifted, there is a risk of increased strain on local services, including:

- Waste collection and management – The site may not have provisions for year-round waste disposal, leading to increased refuse issues.
- Road capacity and parking – More permanent residents would mean higher traffic levels, particularly in winter, when the area is not designed for increased vehicular use.
- Transport links are also of a concern as many parts of the village only enjoy a regular bus service within the main summer season, outside of that time it is necessary to walk a long distance (over ½ a mile) using unlit pavements & a bleak & remote part of the village. If this had been a residential site from outset there would have been a requirement for safe & reasonable access to public transport & amenities, such a shops & healthcare.

#### **4. Setting a Risky Precedent for Other Holiday Parks**

Approving this application could open the floodgates for similar applications across other holiday parks in the borough. This would lead to the gradual erosion of designated tourist areas, with more caravan parks seeking to transition into residential-style developments. This uncontrolled expansion could permanently alter the character of Great Yarmouth's holiday zones, reducing the borough's ability to attract seasonal visitors.

#### **5. Negative Impact on Local Residents' Amenity**

Holiday parks are designed for short-term stays, not long-term residency. Approving year-round occupation could introduce:

- Increased traffic during winter months, particularly on roads not designed for year-round heavy use.
- Greater noise and disturbance, changing the nature of the area from a tourist retreat to a residential zone.
- A shift in the community balance, potentially affecting existing residents who expected a quiet, seasonal environment.

#### **6. Environmental and Sustainability Concerns**

The proposed year-round occupation raises concerns about sustainability and environmental pressures, including:

- Increased water and energy consumption beyond what was originally accounted for in local infrastructure planning.
- Drainage and flood risks – Many holiday parks are not built for permanent habitation and may struggle to handle year-round waste and sewage.
- Local wildlife and ecosystem impact – Seasonal restrictions allow natural areas to recover, whereas year-round occupation could disrupt local biodiversity.

#### **7. Potential Conflict with Coastal Protection Strategies**

If the caravan park is located in or near a coastal erosion or flood-risk zone, year-round occupation could be unsafe. Local authorities often restrict permanent residency in areas vulnerable to coastal erosion, flooding, or extreme weather, which would be a key consideration in this case. We are aware that the new emerging DEFRA

The Environment Agency has recently published new data on the coastal erosion risk, known as the National Coastal Erosion Risk Map (NCERM) (<https://environment.data.gov.uk/shorelineplanning/help/what-does-the-national-coastal-erosion-risk-map-show>). This recently published NCERM is considered robust evidence, and as such the recently published NCERM 2105 coastal erosion risk projection, Shoreline Management Plan Delivered, Climate Change (Upper End), is now being used for Great Yarmouth Borough Council's CCMA. This planning application falls within Great Yarmouth Borough Council's revised CCMA. Policy GSP4 states 'Permanent new residential development will not be permitted within the Coastal Change Management Area'.