

HEMSBY PARISH COUNCIL

Held a meeting at the Pavilion, Waters Lane, Hemsby on Monday 21st September 2026 at 7.30pm

DRAFT MINUTES

1. ATTENDANCE

1.1 Present : Cllr Kyriacou, Cllr Kern, Cllr Bennett, Cllr Long, Cllr Edwards, Cllr Bowgen, NCC Cllr Jason Hughes. Apology from Cllr S Bensly , no apology from GYBC Cllr James Bensly & GYBC Cllr Noel Galer. 5 Members of the public present.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS – Cllr Kern item 6.3 & 10.00 - Cllr Bennett item 4.4

3. MINUTES OF PREVIOUS MEETING

3.1 The accuracy of the minutes of the Parish Council Meeting held on 20 July 2026 was confirmed & duly signed by Cllr Kyriacou.

4. PUBLIC FORUM

4.1 A verbal reports from Councillors– NCC Cllr Jason Hughes, £1.2m cash from NCC for the Fire Service. NCC are trailing new pot hole filling machines. Local Government re-organisation has been halted. The GYBC Cllrs will face re-election in May 2027. He spoken to NCC transport regarding the scrapping of the number 7 service to Norwich. It was reported to him that the 7 has not been running very well lately & although it serves Norwich schools in the morning there is no return journey available until 5.30pm. He will look into it.

No apologies from GYBC Cllr James Bensly & GYBC Cllr Noel Galer.

4.2 Police – report if available. Online Neighbourhood Drop-Ins

These informal sessions provide an opportunity to speak directly with local officers, share concerns and help shape local policing priorities. There is no set agenda, so simply join, ask questions, raise local issues and leave whenever you need to.

Monday, 21 September 2026 ⌚ 2:00pm – 3:00pm

Join: <https://teams.microsoft.com/meet/352681833723447?p=mgoJL9f0YCQRoOnXIG>

Monday, 19 October 2026 ⌚ 2:00pm – 3:00pm

Join: <https://teams.microsoft.com/meet/354094647681024?p=qeTmvaKssDbMWyNXsA>

Thursday, 19 November 2026 ⌚ 2:00pm – 3:00pm

Join: <https://teams.microsoft.com/meet/329511771339556?p=iDtq4YznHUxYSkeQOI>

Neighbourhood Meeting Join your local neighbourhood policing team for an update on recent policing activity in the area. Following the presentation, there will be an opportunity to ask questions, raise concerns and discuss matters affecting your community. **Thursday, 03 December 2026**
6:00pm – 7:00pm Rollesby Pavilion, Main Road, Rollesby, NR29 5EH.

4.3 Dulcie Walsh & Claire Wilkins from the Housing Strategy department (Coastal Adaptation) at GYBC to their aim is to be available to give advice about concerns relating to housing or the impacts of coastal erosion. The housing policy has been amended to show that anyone at risk of coastal erosion will be placed into the highest band for a home allocation, they must have had at least a local connection of 3 years to Hemsby. The Parish Council offered use of the pavilion to host any drop in events for helping people, it was also mentioned that the warm hub could potentially help facilitate the housing advice service also.

4.4 A holiday homeowner requested that the parish council re-visit their decision not to install seating in the village bus shelters. She felt that this was not an ideal situation, & that it is not fair that there is nowhere to sit. The Parish Councillors decided that they wish to explore if a recycled bench can be sited adjacent to the new bus shelter on Yarmouth Road/Newport Junction (on the Yarmouth bond side), NCC Highways will be contacted to see who owns the area, cost of a bench & if a street furniture licence is required.

-Action Clerk

A resident advised that the organiser of Acorn County music club (ran from the village hall) has sadly passed away, he had hoped to hold three day music event on 3,4,5 August 2028 raising funds for a children's special needs charity. Cllr Bennett is looking to run the event which will be advanced tickets only, she will gather further information & present it for the next meeting.

5. CO-OPTION TO PARISH COUNCIL'S VACANT SEATS – Four seats remain vacant. If you wish to be co-opted on to the Parish Council, the application forms are available from the Clerk. An application received was considered & it **was unanimously agreed to welcome Taylor Kemp to the Parish Council. He will sign the declaration of acceptance of office in the presence of the clerk within the next 7 days.**

6. CORRESPONDENCE

6.1 It was noted that GYBC is holding a Coastal Stakeholder meeting on 14/10/2026 at the Town Hall.

6.2 it was noted that following the grant award made to Hemsby Hedgehogs, they were unable to make up the shortfall for the IT they wished to purchase, so requested permission to purchase a lower value item equal to the value of the grant which was approved by emails from Cllrs.

6.3 The request from 'Hemsby Events group' to store their event items in the pavilion was considered & it was agreed that they can use the external locker. It was also agreed that the lock should be changed following the football club leaving & a quotation had been obtained of £123.33 plus VAT was accepted from Bowers & Barr, the quotation from Cooks doors of £479.30 plus vat was rejected.

-Action Clerk

6.4 The email from NCC Highways about the three new bus shelters as part of the Pines development, commuted sums & designs was discussed the previously commuted sum of £8840 per shelter (which would include VAT), however this now seemed to be possibly out of date as they are now £7604.33 plus vat, in addition there would be installation costs for replacements. GYBC are currently calculating the amount they would charge to empty three additional litter bins if sited adjacent to the new shelters.

- Ongoing

6.5 The emails received over the summer (which have been circulated) regarding lack of play provision at the Waters Lane site & complaints about ASB on the field & in the car park were discussed & it was agreed that the lamppost in car park not working & Bowers & barr would be asked to look into it.

-Action Clerk

6.6 Complaints were received about a damaged kerb on Newport road & a visitors fall on an uneven footway on Beach Road, these have been passed on to NCC Highways.

-Noted

7. ADMINISTRATIVE MATTERS

7.1 No update has been received from GYBC for the installation of additional streetlights on Waters Lane outside Home Farm barns to Hall Road junction or the replacement outside the methodist chapel on Waters Lane which was removed due to damage.

-Chase GYBC

7.2 Cllr Bennett advised that they have submitted a grant application to GYTIA for maintenance of planters in Hemsby

-Ongoing Cllr Bennett

7.3 It was agreed that the next date for the contractor to attend to Kingsway Island will be mid-October in time for the half term.

-Action Clerk

7.4 The requirement to replace the playing field floodlights due to them being removed as deemed dangerous following inspection at height. The quotations due to shortness of time whilst the dry weather was present were circulated in August to the Cllrs for consideration & it had been unanimously agreed in early September to choose the option of £3014.60 plus VAT with a 7 year

warranty ,for 6 new floodlights, replacement spigots etc, there had been an understanding that if the weather turns wet then a more expensive tracked cherry picker will be required rather than a standard version & this will be around £350 plus vat more expensive. It was ratified that the contractor Bowers & barr have been engaged to undertake the work. **-Ongoing**

7.5 It was noted that Farmer Daniels kindly removed several trailers of grass cuttings left on the playfield by the football club & he also repaired the fence that had been damaged by the amount of grass cuttings being placed next to it. Thank you card, to be sent to him **-Action Clerk**

7.6 It was noted that the volunteer hopes to return to care for the North Road & Kingsway island planters & to add some bulbs at a cost of £50-£75, it was agreed that they would be repaid upon submission of receipts at the next meeting. Cllr Bowgen will also add some to the boat planter at the Playingfield – receipts to be provided to the clerk.

7.7 The fireworks event was discussed it was agreed timings displays, £5 per person, security costings to be obtained, timings for the displays, sponsorship of the event, card payment machines need to be explored, advertising needs to be co-ordinated, costings of misc items etc. It was agreed to hold an informal meeting on 29/9/2026 with everyone involved to progress all those items.

-Ongoing

7.8 To was noted that there has been a level of vandalism & theft at the public toilets at Kingsway again this summer. Some repairs remain outstanding, the plumber has repaired two toilet flushers & cisterns, cost £135, additional keys had been cut, the gents toilet lock has been replaced twice due to faulty locks & the ladies once due to an attempted break in. Holiday cover was arranged during July due to the Ranger being on Annual leave at a cost of £160.

7.9 It was noted that the playing field hedge should be cut shortly. Cost £150 plus VAT.

7.10 Consideration was given to the purchase of a football goal for the main field – costing to be obtained & presented at future meeting. **-Ongoing**

7.11 It was noted that the installation of the new fence at the playing field has been completed & new bollard installed for safety at the pavilion end to prevent bicycles exiting directly into the road.

7.12 The purchase of a poppy wreath for remembrance Sunday 8/11/2026 was agreed at £30 plus delivery & VAT. **- Clerk to order ASAP.**

7.13 The annual outdoor gym inspection report as carried out by GYBC is not yet available so at this stage no recommendations can be considered. **-C/F October meeting**

7.14 An update was provided for a designated bus stop at Martham Road Hemsby (Yarmouth bound) as the landowner has now been identified, it was agreed that the Clerk would contact NCC Officer again to see if this can be progressed under the funding scheme. **-Action Clerk**

7.15 To consider the request from Sports Tours to host two football tournaments in May 2027, it was agreed that this would be at the rate of £200 per field per day, so £800 per weekend. This would be a hands off arrangement where Sports Tours would operate the whole tournament, pitch preparation, supply of goals, equipment, park etc **-Action Clerk/RFO**

7.16 The request for confirmation of fees for football training under floodlights inc external toilet, agreed in line with the scale of published fees.

8. PLANNING & TREE PROTECTION ORDERS

8.1 Planning/Tree/ License applications decided by GYBC:

8.1.1 **06/26/0415/PU**, 2 Hall Farm Barns, Hall Road, Hemsby, Application for a Certificate of Lawful Proposed Development: Installation of 18no. 500w black solar panels (JA Solar Deep Blue) to the south- and west-facing roof slopes at the dwelling known as 2 Hall Farm Barns, Hall Road, Hemsby. **Approved by GYBC 18/8/2026.**

8.1.2 **06/26/0540/DM**, Double One, 10 Ormesby Glebe Hemsby, Application for Prior Approval for the demolition of the main bungalow and outbuilding and any proposed restoration of the site. **Approved by GYBC 30/7/2026.**

8.2 Planning/Tree Applications/Licensing received from GYBC & already responded to:

8.2.1 **06/26/0562/NMA** , Land at Yarmouth Road Hemsby , Non-Material Amendment relating to Condition 8 (details of proposed off-site highways works) of outline pp 06/16/0583/O (Proposed development of 93 residential dwellings, associated public open space and new vehicular and pedestrian access from Yarmouth Road) - To amend the wording of the condition removing reference to the two drawing numbers relating to off-site highway improvement works.

Response of no objection submitted to GYBC on 19/8/2026.

8.2.2 **06/26/0567/F** , Sea Breeze Caravan Park Newport Road, Retrospective application for the siting and use of a lodge caravan as warden/site manager accommodation ancillary to Seabreeze Holiday Park, with associated decking, steps, hardstanding and parking. **Response of no objection submitted to GYBC on 19/8/2026.**

8.2.3 **06/26/0582/VCF**, Common Farm Common Road, Variation of Condition 2 ; Amendment to approved window specification and window openings of pp 06/17/0649/F (Demolition of sub-standard farm house. window openings of pp 06/17/0649/F (Demolition of sub-standard farm house. Erection of replacement dwelling. Conversion of existing agricultural barns to 3 no. residential dwellings.) **No response submitted to GYBC as insufficient Cllr responses received by the clerk.**

8.2.4 Premises license of The Sandgate, St Thomas Road, Hemsby. The application is to increase the licensable area of the premise to include an outside area for alcohol sales between midday and 10pm (seasonal only). All other existing timings and licensable activities will remain the same. **The Parish Council responded on 29/7/2026 that they did not have any objection to it.**

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

8.4 **Great Yarmouth Local Plan Scoping Consultation and Call for Sites consultation Period: 24 August to 05 October 2026. Call For Sites.** The Call for Sites provides an opportunity for individuals and organisations to suggest land that could be included within the new Local Plan for a range of uses, including housing, employment, infrastructure, open space or community uses.

The call for sites is also open for submissions from **24th August until 5pm on 5th October 2026**. Site submissions can be provided through our website <https://localplan.great-yarmouth.gov.uk/scoping-consultation>.

9. FINANCIAL MATTERS

9.1 The proposed payments as circulated on the schedule for August & September 2026 **Payment £23,391.97 & £13,007.06** were agreed & accepted for payment, the **Receipts of £2,757.59 & £6,071.41** were noted. The bank statements were accepted of **£335,326.07 (including ear marked reserves – see minutes June & May 2026)**

Hemsby Parish Council savings account (Barclays)	£11,2650.82
Hemsby Parish Council current account (Barclays)	£4,000.00
Hemsby Parish Council Unity Trust current account	£15,843.05
Hemsby Parish Council Unity Trust deposit account	£137,353.67
CCLA Investment	£30,000.00
Hinkley & Rugby BS	£35,505.31

Unpresented payment £26.78

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, **not discussed – item carried forward.**

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, the tenant applications were reviewed & the preferred option will be contracted to undergo a credit check, subject to that being acceptable a draft lease will be prepared by HKB Wiltshires on the same as the previous terms. It was agreed that a sub water meter will need to be installed prior to the letting, WAVE have now issued the first usage since new meter installed & a dispute is to be opened with them as to the amounts chargeable. Personnel matters were discussed but not concluded.

11. Next Meeting: 19th October 2026 at 7.30pm. Clerk Mrs Kerrie Wilton Telephone: 01493 719235 Email: hemsbypc@outlook.com or clerk@hemsbyparishcouncil.gov.uk

Hemsby Parish Council
PAYMENTS LIST

18 August 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
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Hemsby Parish Council
PAYMENTS LIST

22 September 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
129	Office Equipment and Supplies	21/09/2026		Unity - Current		Office Telephone	Bonline	S	24.00	4.80	28.80
130	Pav - Broadband	21/09/2026		Unity - Current		Pavilion Broadband	BT	S	49.28	9.86	59.14
131	Pav - Maintenance	21/09/2026		Unity - Current		Washroom Services	Anglian Chemicals	S	72.50	14.50	87.00
132	BG - Grounds Maintenance	21/09/2026		Unity - Current		Grounds Maintenance	Garden Guardian	S	646.50	129.30	775.80
132	PF - Grounds Maintenance	21/09/2026		Unity - Current		Grounds Maintenance	Garden Guardian	S	757.88	151.58	909.46
133	Toilets - Electric	21/09/2026		Unity - Current		Toilets / Office Electric	EDF Energy	L	37.31	1.87	39.18
134	Pav - Electric	21/09/2026		Unity - Current		Pavilion Electric	EDF Energy	L	48.34	2.42	50.76
135	Recycling	21/09/2026		Unity - Current		Recycling Collections	URM (UK) Ltd	S	70.86	14.17	85.03
136	Pav - Maintenance	21/09/2026		Unity - Current		Salary - Parish Clerk	Kerrie Wilton	S	9.99	2.00	11.99
136	Toilets - Maintenance	21/09/2026		Unity - Current		Salary - Parish Clerk	Kerrie Wilton	S	8.33	1.67	10.00
139	Toilets - Cleaning and Supplies	21/09/2026		Unity - Current		Cleaning - Ranger Cover	Barbers Housekeeping	Z	160.00		160.00
140	Waste	21/09/2026		Unity - Current		Waste	Norse Waste Solutions	S	89.65	17.93	107.58
141	Pav - Cleaning	21/09/2026		Unity - Current		Cleaning Materials	Hugh Crane Cleaning Mate	S	57.75	11.55	69.30
141	Toilets - Cleaning and Supplies	21/09/2026		Unity - Current		Cleaning Materials	Hugh Crane Cleaning Mate	S	279.60	55.92	335.52
142	Pav - Maintenance	21/09/2026		Unity - Current		Fire Alarm Servicing	Vocalvale	S	98.00	19.60	117.60
143	BG - Water	21/09/2026		Unity - Current		Water - Burial Ground	Wave	Z	91.79		91.79
144	Pav - Water	21/09/2026		Unity - Current		Water - Pavilion	Wave	Z	205.45		205.45
145	Toilets - Water	21/09/2026		Unity - Current		Water - Toilets & Office	Wave	Z	3,867.29		3,867.29
146	Grave Digging	21/09/2026		Unity - Current		Grave Digging	JG Services Norwich Ltd	Z	80.00		80.00
Total									12,569.89	437.17	13,007.06