

NOTICE OF HEMSBY PARISH COUNCIL MEETING

You are hereby summoned to attend the Hemsby Parish Council Meeting at the **VILLAGE HALL**
******NOTE NEW LOCATION****** Waters Lane, Hemsby on: **Monday 19th January 2026 at 7.30pm**

Kerrie Wilton (Parish Clerk) 14/1/2026

AGENDA

1. ATTENDANCE

1.1 To note those present and consider apologies for absence.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form. You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest but can speak and vote on the matter. Whenever you declare an interest you must say why the interest arises so that it may be included in the minutes.

3. MINUTES OF PREVIOUS MEETING

3.1 To confirm the accuracy of the minutes of the Parish Council Meeting held on 24th November 2025.

4. PUBLIC FORUM

4.1 To receive reports from Councillors – NCC Cllr James Bensly, Borough Councillors – GYBC Cllr James Bensly & GYBC Cllr Noel Galer.

4.2 Police – report if available.

4.3 To welcome Andy Oakley to discuss 'Active Norfolk'

4.4 To receive comments from members of the public, restricted to 5 minutes per item on matters elsewhere in the agenda. Item to last no more than 20 minutes.

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.

6. CORRESPONDENCE

6.1 To receive a report from GYBC Andrew Wadsworth regarding the GYBC owned Beach Road public toilets, Hemsby.

6.2 To note 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.

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?

6.4 To note 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 To note that volunteers have come forward for North Road boat planter & Kingsway island, to confirm budget that remains & estimate of costs for 2026/27 budget for both sites plus the Newport boat planter.

7. ADMINISTRATIVE MATTERS

- 7.1 To receive 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.
- 7.2 To receive an update on the water supply in the Burial Ground.
- 7.3 To receive an update on 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.
- 7.4 To note 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.
- 7.5 To receive an update following the hit & run incident of the Playing field fence on 11/12/2025 & police contact & remedial action taken to secure the area.
- 7.6 To note 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 received from GYBC & the balance of £3473.40 is to be paid by the Parish Council as the project came in under budget as the Traffic Management fee on the original quote of just over £3400 was not required.
- 7.7 To note headstone testing has been conducted in the Burial Ground- notices were placed on to three that families have not been traceable & the PC are awaiting contact from the families.
- 7.8 To received the quotation for repairs following the annual play equipment inspection report.
- 7.9 To note 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. Consider again the previously circulated draft versions at the September/carried forward from November meeting, consider if any amendments are required & if they can be adopted.
- 7.11 To note the contents of the clerks report.
- 7.12 To discuss quotation received for grass cutting for 2026.
- 7.13 To note that an invitation was sent to the stakeholders of the Westbank, Beach Road Car park to hold a fact finding meeting about the complaints received & this has 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. To note no further contact has been received from land owners agent, consider next action.
- 7.14 To agree the meeting dates for 2026/27.
- 7.15 To note 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 portaloo on site for players whilst the pavilion is out of action.
- 7.16 To note that a 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 To consider the quotation for repairs/maintenance to outdoor gym equipment.
- 7.18 7.28 To consider commencing the project to replace the hard court at Waters Lane with a Multi Use Games Area (MUGA).
- 7.19 Following budget spend review on the Kingsway island, there remains an underspend, to consider allocating some to the burial ground flower beds.

7.20 Consider re-submitting request to register Kings Head Public house as an Asset of Community Value.

7.21 To note 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.

7.22 In readiness for Assertion 10;

- 7.22.1 The new Parish Council email address will be clerk@hemsbyparishcouncil.gov.uk
- 7.22.2 To consider the adoption of the presented draft IT policy.

7.23 Consider meeting dates for 2026.

7.24 Appoint an Internal auditor for 2025/26.

7.25 To note 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 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, suppliers & entertainment etc.

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 Seafield Caravan Park Newport Road Hemsby NR29 4NW. Response submitted to GYBC on 12/1/20205 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.

8.4 To note 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 To agree the payments as circulated on the schedule for December (circulated in the month) & January 2026, note receipts & accept bank statements.

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.

9.3 To consider the budget for 2026/27 & to set the precept, GYBC advised that tax base is 1649 (it was 1595 2025/26).

9.4 To confirm that the PWLB had been fully repaid & there is no money left to be repaid.

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 & Personnel matters.

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