

NOTICE OF HEMSBY PARISH COUNCIL MEETING

You are hereby summoned to attend the Hemsby Parish Council Meeting at the Pavilion, Waters Lane, Hemsby on: **Monday 20th October 2025 at 7.30pm** *Kerrie Wilton* (Parish Clerk) 15/10/2025

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 15th September 2025 6th October 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. Next SNAP meeting 23/10/2025 at Winterton on Sea, Village hall 7pm.

4.3 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 Complaint received from resident about parking on Stable fields

6.2 Complaint about vehicles driving irresponsibly on Pit road.

7. ADMINISTRATIVE MATTERS

7.1 To note the contents of the Clerks report.

7.2 To receive an update from Cllr Bennett on youth project.

7.3 To receive an update on the water supply in the Burial Ground & tree works.

7.4 To receive update on playing field hedge due to for annual trim & quotation for the removal of vegetation encroaching on to neighbouring properties on Common Road/Waters Lane.

7.5 To receive an update on the installation of the replacement fence at the playing field.

7.6 To note that the installation of replacement footway lighting on Waters Lane following the removal of the damaged lighting columns by GYBC is due to commence w/c 27/10/2025.

7.7 To note headstone testing has been conducted in the Burial Gound in the grave section 11 stones found to be loose, 8 Families/funeral directors/stone masons contacted & 3 notices to be placed on headstones where next of kin is unknown/uncontactable to request that they contact the clerk.

- 7.8 To note that £16752.80 (80%) has now been received from Norfolk County Council for the bus shelter placement project, consider placing order & considering offer from GYBC to adopt the Newport bus shelter on the Yarmouth bound carriage that they own (on NCC Highways Land) with a commuted fund offer of £1500 towards the traffic management costs for its replacement.
- 7.9 To note that the annual play equipment inspection report from GYBC remains outstanding & has been chased monthly since July.
- 7.10 Cllr Bennett to present the policies that she proposes are revised :- 1) Equal Opportunities 2) Grant awarding policy 3) Premises hire terms & conditions 4) Safeguarding Policy. Consider the amendments & adoption of each policy.
- 7.11 To note that the Poppy wreath has been purchased & delivered.
- 7.12 To discuss the Fireworks event & confirm that the TENS notice has been purchased.
- 7.13 To consider obtaining a quotation for the upkeep of the memorial gardens in the Burial Ground.
- 7.14 To re-consider holding an online meeting with parties involved in the ownership, parking enforcement of the site, GYBC Cllr Bensly & GYBTIA due to further complaints about fines being issued for the Westbank car park on Beach Road & the negative effect this is having.
- 7.15 To note that lights in the main entrance to the pavilion had failed & an electrician was called under the chairman's emergency powers to replace the lights to ensure the safety of the evening hirers of the pavilion.
- 7.16 To note that there are moles again on the playing field in the area of the pitches & car boot sales.
- 7.17 To note that the fire extinguishers at the pavilion & former office were serviced on 14/10/2025.
- 7.18 To note that the intruder alarms are due to be serviced at all premises.
- 7.19 In line with assertion 10, the Parish can consider obtaining a .org.uk email address free of charge from Parish Online, consider making an application & include email & domain diverting at a cost of £25 plus vat per year.
- 7.20 To receive an update from the Coastal Liaison meeting held 6/10/2025 at GYBC Town Hall.

8. PLANNING & TREE PROTECTION ORDERS

- 8.1 Planning/Tree/ License application to be considered & responses due to GYBC:
 - 8.1.1 **06/25/0659/F**, Beach Estate & Sandsgate Caravan Parks (trading as Sandsgate St Thomas's Road NR29 4JE - Variation of Condition 1(a) of the deemed planning permission granted by virtue of Caravan Sites and Control of Development Act 1960 and the existing Site Licence dated 25th June 2013, ref: HE/0077/00004/00000/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 of caravans for holiday purposes. **An extension has been requested from GYBC to respond to this application in order it can be discussed at this meeting. (was due to GYBC by 17/10/2025)**
- 8.2 **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. **Response due to GYBC 23/10/2025.**
- 8.3 **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. **Response due to GYBC 23/10/2025.**
- 8.2 Planning/Tree Applications already received from GYBC & response sent:
 - 8.2.1 **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. **No Objection submitted to GYBC
13/10/2025**

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

9. FINANCIAL MATTERS

- 9.1 To agree the payments as circulated on the schedule for October, note receipts & accept bank statements.
- 9.2 To note that the external audit has been completed.
- 9.3 To re-consider the hire fees of the hard court & pavilion.
- 9.4 To consider any changes to the scale of fees for the electricity tokens as agreed at the Finance Advisory Committee on 15/9/2025.
- 9.5 To consider any grant applications.

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, issue of the final electricity bill.

11. Next Meeting: 24 November 2025, No meeting in December, 5th January 2026 at the Pavilion, Waters Lane, Hemsby, NR29 4NH

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