

MINUTES OF HEMSBY PARISH COUNCIL MEETING

Held at The Pavilion, Waters Lane, Hemsby, NR29 4NH on:

Monday 17th April 2023 at 7.30pm

Minutes

1. ATTENDANCE

1.1 Present: Cllr Kyriacou (Chairman) Cllr M Kern, Cllr Stocker, Cllr B Chilvers, Cllr Bowgen, Cllr S Bensly (vice Chairman) & Cllr Cook. Clerk Mrs K Wilton.

Apologies received from Cllr L Mogford & GYBC/NCC Cllr Bensly. No apology received from GYBC Cllr Galer. 3 Members of the Public were present.

1.2 It was noted the Cllr Bennett resigned from the Parish Council with effect from 28/3/2023.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS.

Cllr Bowgen & Cllr Kyriacou Village Hall
Cllr Chilvers & Cllr Kyriacou Football Club
Cllr Kern (Village event group) item 8.7
Cllr Stocker Planning item 9.3.1
Cllr Cook Planning item 9.3.3

3. MINUTES OF PREVIOUS MEETING

3.1 The accuracy of the minutes of the Parish Council Meeting held on **20th March 2023** were signed as true & correct.

4. PUBLIC FORUM

4.1 No reports received from Councillors– NCC Cllr James Bensly, Borough Councillors – GYBC Cllr James Bensly & GYBC Cllr Noel Galer.

4.2 Police, not present. **SNAP Scratby Village Hall, Beach Road, Scratby, Great Yarmouth, NR29 3AJ. 7:00pm on Thursday 8 June 2023.**

4.3 Question from resident as to what the Parish Councils plans are for the Youth project following the resignation of Cllr Bennett as she was leading on this. The Chairman & clerk advised that this would be considered again in a couple of months as the Youth Organisers had still not provided any costings despite several emails. The Chairman also advised that this could be run by the wider community instead of the Parish Council & that the Parish Council still holds a fund for that & perhaps it could be advertised to see if any volunteers came forward. In Bradwell they needed funding for the YMCA youth club and is was left with GYBC Cllr Annison then over £5k funding was with their Parish Council, it wasn't grants as they were refused. Was this from GYBC can our Borough Councillors do this for Hemsby?

Question from resident, this was intended for the GYBC Cllrs Noel Galer & James Bensly, but they were not present. Will GYBC contact agencies/government and start the process for getting our (Hemsby's) designation changed in the non-statutory shoreline management plan? It's Conservative policy not to save our coastline and we want it changed. The £25+million innovation funding that the Hemsby consultations were part of the process for the CPE funding case I believe. The CLG meeting CPE were asked by GYBC's Paul Wells to provide us with the financial details that they based their calculations on for losses to Hemsby's economy, as I believe they are undervaluing Hemsby particularly taking into consideration the GYTA survey that gave us significant value. The less valuable they make us the less financial support for sea defences.

4.4 Hemsby in Bloom, it was noted that no further updates have been received.

5. NEIGHBOURHOOD PLAN

5.1 The Chairman of the Neighbourhood Planning Group advised that the Broads Authority have agreed to the plan, the referendum is still due to take place on 22/6/2023. It was suggested that the Parish Council hold some information sessions ahead of that, however GYBC will not confirm the referendum date until after the 4th May 2023 local elections, so a plan of action will have to be decided at the May Parish Council meeting, it was felt that the Pavilion would be a suitable venue, but that a projector may help to display the documents, it was agreed to purchase this from the existing NHP budget.

5.2 It was agreed that the road name is **Kingsway** not Kings Way.

6. CORRESPONDENCE

6.1 Hemsby School's previous request to hold a picnic & litter pick on the playing field on Wednesday 17th May has been withdrawn, as they are now not able to hold it on that date.

6.2 It was noted that a letter has been received from GYBC warning of prohibited signs being placed around the village to advert events etc, they are taking enforcement action against anyone found to be illegally flyposting.

7. ADMINISTATIVE/DAY TO DAY MATTERS

7.1 The contents of the Clerks report were noted, Cllr Bowgen & Cllr Kyriacou will try to clear the gully in the burial ground car park, The plumber will be chased again for the broken pavilion taps.

7.2 It was noted that the 'Warm Space' at the Village Hall ended on 28/3/2023 & the final grant reporting has been submitted. It was agreed that all the volunteers being thanked by letter for their help & also the Post Office for donating the newspapers each day. **-Action Clerk**

7.3 The Clerk gave an update on the bus shelter replacement project, as the revised quotation has been received & the cost has increased by £776.40, it was agreed that the clerk contact NCC Parish Partnership to see if the grant claim could be updated to reflect the higher amount. **-Action Clerk**

7.4 It was noted that the gate into the Burial Ground from the Church has been re-opened following the clocks changing, however this will be monitored in the event of heavy rain. The Police have issued a crime number following the chain being cut through on 20/3/2023. Cllr Bowgen, Cllr Kyriacou & the clerk are due to attend a site meeting on 21/4/2023 with GYBC & church representatives to review the situation again as flooding continues to happen. **-Ongoing**

7.5 The request to install a memorial stone in the ashes plots without the ashes being interred for a non-resident was agreed, however this must be in an area that can only accommodate a single plot, the fees will remain the same. **-Action Clerk**

7.6 It was noted that the clerk attended the ICCM memorial training course. There will be more changes required to the working practices, burial ground regulations & memorial forms. **-Action Clerk**

7.7 It was noted that that staff (Clerk & RFO) on National Joint Contract terms and conditions will receive an additional day of annual leave from 1 April 2023, pro-rata holiday for part-time staff.

7.8 To receive updates on any other items due to the early publication of the agenda due to the easter bank holiday:

7.8.1 The Parish Council have been approached by Norfolk Local Energy Storage and Resilience to host a host micro energy storage facility to support the local electricity networks, it was agreed to request a site visit before it comes to full Council to be considered. **-Action Clerk**

7.8.2 Cllr Chilvers agreed to review the assets on the asset register before the insurance renewal. **-Action Cllr Chilvers**

8. FINANCIAL MATTERS

8.1 The bank statements were accepted. The total payments for April **£9194.47**, (which included a mis-placed overdue invoice of £200.42 to RK Construction invoice number 1741 which was included in the February 2023 payments list but not paid) receipts of **£6,788.04** were noted, with pending receipts of **£3498.60**.

The bank summary was received & accepted as at **31st March 2023** totalling **£160,862.69**

Hemsby Parish Council savings account (Barclays) **£72,971.13**

Hemsby Parish Council current account (Barclays) **£4,000.00**

Hemsby Parish Council Unity Trust current account **£7,126.64**

Hemsby Parish Council Unity Trust deposit account **£76,765.12**

Free funds £53,675.16

8.2 Cllr Chilvers advised that he is due to have a meeting on 26/4/2023 with Norfolk FA to discuss grants available for the refurbishment of the tennis courts into a Multi-Use Games Area (MUGA).

-Action Cllr Chilvers

8.3 It was agreed to re-commence subscription to SCRIBE accounting software at an initial cost of £899, there will be annual fee payable from 2024. (currently £660p.a)

-Action RFO

8.4 It was agreed to renew the Norfolk Association of Local Councils (NALC) at a cost of £646.

-Action RFO

8.5 It was agreed not to take a subscription with Norfolk Parish Training & Support (NPTS) at a cost of £535.

8.6 The banking report from the Responsible Financial Officer which also included the year end amount of £160,862.69, of which £107,187.73 was earmarked reserves. The Parish Council agreed to use £7,270.00 of surplus funds from 2022/23 to offset against the 2023/24 precept. Which leaves available funds of £46,405.16. It was agreed to place £25,000.00 into a 12 month high interest bond with Unity Trust yielding 2.90%.

-Action RFO

8.7 The hire fees for the pavilion meeting for the Hemsby Events Committee to use the pavilion 13/5/2023 & 14/5/2023 for the hours 9am – 2pm each day was discussed & it was agreed that they would only be charged £55 plus VAT (£11 phr plus VAT) total hire, rather than £110 plus VAT, so in effect they get one of the days hire for free.

-Action RFO

9. PLANNING & TREE WORKS

9.1 Applications received which have already been responded to:

9.1.1 **06/23/0241/TCA** Proposed works to trees: Lombardy Poplar - raise crown; Remove deadwood; Reduce branches affecting utilities; Reduce crown. **No objection** submitted to GYBC.

9.2 Planning application decisions issued by GYBC:

9.2.2 **06/22/1012/HH** Highfield House North Road Hemsby - Proposed rear loft conversion inc. two dormer windows and ground floor garage conversion (integral) **Approved by GYBC 28/3/2023.**

9.2.3 **06/23/0102/TRE** 10 North Road Hemsby- Proposed tree works T1 - Oak (No.3 1993) Crown lift to 6 m and removal of main branch growing over southern boundary. **Approved by GYBC 29/3/2023.**

9.3 Consider Planning applications circulated and requiring decision:

9.3.1 **06/21/0495/D** Yarmouth Road Hemsby NR29 4WS - 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 up to 93 residential dwellings, associated public open space and new vehicular access from Yarmouth Road). It was agreed to **object** to this as it does not adhere to the Policies & Design Codes in the Hemsby Neighbourhood

Plan, which has now been through the examination stage so it should be considered in all Planning applications. This specifically relates to the percentage of affordable housing provided by the developer as 20%. It appears that there will be no footway on this site, the NHP highlighted the need for the application of the Safer streets for Woman & Girls initiative, this is also reflected in the design codes, although there is given understanding to the dark skies initiative, it is not felt that this is suitable for Hemsby as our priority is safe, well lit streets. The Attenuation Lake also causes great concern for safety, especially as this site will undoubtedly include homes for children, it is unclear how this will be protected from surface level flooding, screen by planting & fenced. It is also noted that no information has yet been made available about the proposed SUDS on the site. **Response sent to GYBC on 20/4/2023**

9.3.2 **06/23/0197/HH** 3 Summerfield Road Hemsby - Proposed single storey front, side and rear extensions and incorporate garage within the domestic accommodation. It was agreed to **object** to this application as it is overdevelopment of the site as the property will be left with very little rear garden & this in turn will affect the amenity for the neighbours. This planning application also appears to be contrary to the Hemsby NHP & design codes. **Response sent to GYBC on 20/4/2023**

9.3.3 **06/23/0263/HH** 4 The Paddock Hemsby -Retrospective application for erection of a front facing extension and entrance porch (approved under pp. 06/21/0037/F) - change of materials used under original application. It was agreed to **object** to this application as it is felt that it is disappointing that this has not been built to the original consent granted, it was meant to be red brick, with brown concrete roof tiles & the windows white UPVC, none of which were used, the front extension to the property has also been rendered & painted white. The property as seen from the street no longer blends in with the other properties, it significantly stands out, especially due to the render & window colour, as well as the extremely large size of the front window, this which could be affecting the amenity of the neighbouring properties. The retrospective application does not conform to the design codes laid out in Hemsby's Neighbourhood Plan. **Response sent to GYBC on 27/4/2023.**

9.3.4 **06/23/0253/VCF** Common Farm Common Road Hemsby - 06/23/0253/VCF (Please quote on all correspondence) Development: Proposed variation of condition 2 of p. 06/17/0649/F - Demolition of sub-standard farm house. Erection of replacement dwelling. Conversion of existing agricultural barns to 3 no. residential dwellings - Alterations to layout of Barn. It was agreed to **object** to this application as it is felt that the Road to the site is unsuitable due to its narrowness, even with passing places there is a large distance that vehicles could potentially have to reverse to pass each other as due to the straightness of the road it could be difficult to judge the proximity of another vehicle. It is noted that the Farmhouse is stated as sub-standard & tenanted, however the previous application was granted some time ago & awaits commencement hence this application. It was previously established that this site is in a Floodzone 2/3. This is an agricultural area, which is remote, this application does not demonstrate how this will be linked with the main part of the village without vehicle usage, i.e no footways or cycle paths. It is considered that any additional traffic movements & the development would be detrimental to wildlife. There seems little regard for the Hemsby Neighbourhood Plan or its design codes in the design of these residential units. **Response sent to GYBC on 2/5/2023.**

9.4 Consider any Planning applications received since the publication of the agenda requiring consideration – None

10. The Chairman Cllr Kyriacou wished for it to be noted that sadly two Parish Councillors will not be re-standing in the May 2023 Parish Council election & he wished to thank Cllr Mogford & Cllr Cook for their involvement with the Parish Council.

Hemsby Parish Council, The Pavilion, Waters Lane, Hemsby, NR29 4NH
Clerk: Mrs Kerrie Wilton Telephone: 01493 719235 Email: hemsbypc@outlook.com

11. Next Meeting: Annual Meeting of the Parish followed by the Parish Council Meeting Monday 15th May 2023 7pm at the Pavilion, Waters Lane.

May Meeting

NHP Referendum
Projector

June Meeting

Youth Provision – way forward
Hemsby in Bloom – assistance in attracting volunteers.

Payments for Hemsby Parish Council April 2023				
<u>Expenditure</u>				
<u>Cheque</u>	<u>Payee</u>	<u>Net</u>	<u>VAT</u>	<u>Total</u>
DD	Bonline - Telephone/Internet	£ 17.55	£ 3.51	£ 21.06
SO	Salary K Wilton - 25 hours/week @ SCP32	£ 1,689.16	£ -	£ 1,689.16
BACS	K Wilton - Expenses & Mileage	£ 82.81	£ -	£ 82.81
SO	Salary C Moore - 5 hours/week @ SCP26	£280.12	£ -	£ 280.12
BACS	C Moore - Expenses	£5.00	£ -	£ 5.00
SO	Salary P Filmer - 16 hours/week @ £9.50/hour	£658.67	£ -	£ 658.67
BACS	HMRC PAYE	£ 589.24	£ -	£ 589.24
BACS	Norfolk Pension Fund	£ 754.20	£ -	£ 754.20
DD	Norse - Burial Ground Bin	£ 54.20	£ 10.84	£ 65.04
DD	Lloyds - Purchasing Card	£ 56.27	£ 10.66	£ 66.93
DD	URM - Recycling	£ 45.44	£ 9.09	£ 54.53
DD	EDF - Pavilion Electric	£ 100.00	£ -	£ 100.00
DD	EDF - Toilet and Office Electric	£ 87.04	£ 4.35	£ 91.39
BACS	James Charlton - Ranger cover	£ 65.00	£ -	£ 65.00
BACS	James Charlton - Pavilion Cleaning	£ 230.00	£ -	£ 230.00
BACS	Plantscape - Kingsway Maintenance	£ 1,000.00	£ 200.00	£ 1,200.00
BACS	Locality - Neighbourhood Plan Grant Return	£ 500.00	£ -	£ 500.00
BACS	ICCM - Subscription	£ 95.00	£ -	£ 95.00
DD	PWLB - Loan Repayment	£ 1,043.72	£ -	£ 1,043.72
				£ -
	Total	£ 7,353.42	£ 238.45	£ 7,591.87
	<u>Overdue/Outstanding invoices</u>			£ -
				£ -
		£ -	£ -	£ -
	<u>Receipts since last meeting (March 2023)</u>			
	Parish Office Letting (minus £32.50 management fee)	£541.67	£0.00	£ 541.67
	Burial Ground Fees	£3,315.00	£ -	£ 3,315.00
	Football Club - Electric Tokens	£97.50	£19.50	£ 117.00
	Football Club - Half Year Fee	£400.00	£0.00	£ 400.00
	Social Club - Bowling Green Hire	£333.33	£66.67	£ 400.00
	Office Electric	£100.76	£0.00	£ 100.76
	Sale of Litter Bins	£1,125.00	£225.00	£ 1,350.00
	Interest - Barclays & Unity	£563.61	£0.00	£ 563.61
				£ -
		£6,476.87	£ 311.17	£ 6,788.04
	<u>Pending Receipts (to 31.03.2023)</u>			
	Brownies - Winter term 2023	£198.00	£ 39.60	£ 237.60
	Hemsby FC - Tournament Fee	£400.00	£ -	£ 400.00
	Burial Ground Fees	£1,861.00	£ -	£ 1,861.00
			£ -	£ -
		£2,459.00	£ 39.60	£ 2,498.60