

HEMSBY PARISH COUNCIL

Hemsby Parish Council held a meeting at The Village Hall, Hemsby on Monday 23rd February 2026 at 7.30pm

DRAFT MINUTES

1. ATTENDANCE

1. Cllr Kyriacou (Chairman), Cllr Kern, Cllr Bowgen, Cllr Bennett (**left at 7.53pm - only items 4.1-4.3 & 7.5 discussed in her presence**), Cllr Long & GYBC/NCC Cllr James Bensly, apology receive from Cllr S Bensly & GYBC Cllr Noel Galer 4 members of the public present. Clerk Mrs K Willton.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS –None

3. MINUTES OF PREVIOUS MEETING

3.1 The accuracy of the minutes of the Parish Council Meeting held on 19th January 2026 & were duly signed by Cllr Kyriacou.

4. PUBLIC FORUM

4.1 Verbal report from Councillors– NCC Cllr James Bensly, Borough Councillors / GYBC Cllr James Bensly, he advised that the Norfolk County Elections are now being held 7th May 2026. It is unclear if devolution is still going ahead & that may not be decided until after the May elections, any elected persons may only be in post for 1 year. It is a very difficult topic as lots of money has been spent on the local government re-organisation but the future of it is now unclear.

He advised that the Pothole at the Hemsby/Somerton boundary near to Collis Lane has been reported to NCC Highways & being chased regularly as has the one on Yarmouth Road, outside Vocalvale/Cross Roads garage. He has donated his ward budget to Hemsby Warm hub, Hemsby Events Group & Duffles Pond in Winterton. Anglian Water are looking into improving surface water drainage at many different areas in the village, these will be large scale projects but are still in the planning stage & more details should be available soon.

He noted that the S.106 agreement for the Yarmouth Road development was being reviewed on the agenda & he echoed the Parish Council's view that these must reserved for people only with a local connection to Hemsby & as affordable housing & this must be in perpetuity.

4.2 Police –no report available. The next Rural Flegg, Caister and Coastal Villages Neighbourhood Meeting will take place on: Thursday, 30 April 2026 at 6:00pm The Rabbit Hutch, Allendale Road, Caister, NR30 5ET.

4.3 To receive comments from members of the public- None

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 – None received.

6. CORRESPONDENCE

6.1 To receive a report from Andy Oakley to discuss 'Active Norfolk'. Due to a staffing change within his team, they are on hold at present. It was agreed that the resource that he provided for Tennis should be posted on to our Facebook page to see if there is anyone in or around the village that may wish to get involved.

-Action Clerk

7. ADMINISTRATIVE MATTERS

7.1 The Clerk gave an update on the fire at the pavilion on 13/11/2025;

7.1.1 Actions taken & progress to date. The insurance company have made an initial payment to The Parish Council of £20,000.00, following all quotations being forwarded for their approval, the final invoices will be forwarded once received & then the balancing payment will be made by the insurance company as the total works exceed £20,000.00. The Clerk advised that the heating boiler is fully installed, the replacement window installed, the walls have been painted in the boiler house, the new ceiling has been installed, the temporary door covering has been added to the external door until the new steel clad door which is on order arrives, the internal water damage marks on the ceiling remains outstanding in changing room 8. The fire & intruder alarm reinstated, the electric works are still not completed due to 11 of the emergency lights not re-energising following 3 months without power, despite the last emergency check being carried out in July 2025. The majority of them were installed in 2022 following an annual inspection, the electrician who supplied them has confirmed that the warranty will not cover their replacement. Bowers & Barr have provided a quotation, which has been accepted by the insurance company & they are currently scheduling the works at a cost of £1094.19 plus VAT. The completion certificate for the building cannot be issued until after they have been installed. They have also highlighted that remedial works are required to all of the floodlights & this will require a cherry picker on to the field, this will need to be delayed until drier weather, a quotation for the works has not yet been received. - **Ongoing**

7.1.2 discuss quotations for further works are required – three quotations for asbestos surveys at all sites were discussed & it was agreed to instruct Asbestos Survey Solutions Ltd to complete the works at all sites (former parish office, public toilets & pavilion) at the cost of £590 plus VAT. The oil fired water boiler annual inspection will be completed on 24/2/2026 by Diamond Plumbing £98.00 & water testing was also discussed & it was agreed to use Smartwater Testing Ltd at a cost of £450 plus VAT, as they offer bulk testing which is required for 8 changing rooms plus, a temperature testing kit also needs to be purchased at approximately £38. It was agreed that quotations are obtained to deep clean the pavilion prior to re-opening, these will be circulated by email.

-Action Clerk/Cllr Kyriacou/Cllr Bowgen

7.1.3 discuss hirers, changing rooms locks to be changed (8 locks), the two main doors & kitchen doors will have the locks replaced with security keys that can not be duplicated by anyone other than the Parish Council. Cllr Bowgen will arrange for quotations. A meeting will be held with all pavilion users prior to the building being re-opened

-Action Cllr Bowgen/Clerk

7.2 No update was available on the water supply in the Burial Ground, due to the extreme wet weather.

-Ongoing

7.3 No update available on the installation of the replacement fence at the playing field. - **Ongoing**

7.4 To discuss inspection of assets on asset register – add new items/remove/ note works required.

Consider obtaining re-valuations of fixed assets & buildings (last done 2022). Cllr Bowgen to carry out the inspection.

-Action Cllr Bowgen

7.5 It was noted that the fireworks planning meeting was held on 10/2/2026, Cllr Bennett gave a verbal update, there was a suggestion that there was a quieter fireworks display in the evening for people who were prefer a quieter display & for people with additional needs. The company were approached & they can offer an additional display they offered £120 plus VAT per minute, local businesses have been approached for sponsorship/donations, a local business representative present at this meeting offered to pay for 6 minutes of the additional display. The Cllrs are already working with the social club to assist their members to gain access to the event, one member will be entitled to one free entry, but they must have visited the social club within two months prior to the event, this will be publicized leading up to the event. Four new banners need to be purchased, temporary fencing, card payment facilities need to be resolved – Cllr Bennett to get costings & report back to the PC. A PA system needs to be hired for the fireworks

event & it was suggested that the invoice is raised directly to the Parish Council in order to re-claim the VAT rather than the entertainer invoicing for the hire, Cllr Bennett to follow up.

-Action Cllr Bennett

Cllr Kyriacou & Cllr Bennett proposed that they hold an informal meeting with playing field hirers this week (Events group, Football Club & Car boot operative) to provide support in them holding their events ongoing in light of the Martyn's Law requirements. **-Action Cllr Bennett/Kyriacou**

7.6 The Clerk reported that there was still no update following the hit & run incident of the Playing field fence on 11/12/2025 & it remains in the hands of the police. **-Ongoing**

7.7 It was noted that the repairs following the annual play equipment inspection report have been scheduled for Wednesday 4th March 2026.

7.8 The clerks request to attend HR training courses with NPTS on 12/3/2026 all day £150 plus vat at Costessey & also their spring seminar on 10/3/2026 £70 plus vat, that had been fully booked so the clerk requested to attend 'Assertion 10' training instead online £45 plus vat on 27/2/2025 both were agreed.

7.9 It was noted that there was no clerk's report this month as regular updates have been sent to the Cllrs as most of the time has been allocated to getting the pavilion back open. Two funerals held & one more booked for March, defib at Kingsway also has been checked. Water

7.10 The Clerk advised that one updated quotation had been received for the project to replace the hard court at Waters Lane with a Multi Use Games Area (MUGA), this now stood at over £130,000.00. Contracts finding to be used as over the stated amount in the Financial regulations. A Parish Councillor is still sought to lead on this **-Ongoing Clerk/RFO**

7.11 It was noted that the contractor has been on site & attended to the burial ground flower beds.

7.12 It was noted that at the request to re-register the Kings Head Public house as an Asset of Community Value has been submitted to GYBC & they have acknowledged receipt of it, but no other news at present. **-Ongoing**

7.13 It was agreed to ratify that the new pest control company has been engaged.

7.14 The purchase of two new office cupboards to replace damaged cupboard & another one for additional storage. £140.83 each plus vat was considered & it was agreed that the order is placed. **-Action Clerk**

8. PLANNING & TREE PROTECTION ORDERS

8.1 Planning/Tree/ License applications decided by GYBC:

8.1.1 **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. **Application refused 30/1/2026 as S106 agreement not reached between parties & GYBC.**

8.2 Planning/Tree Applications outcomes received from GYBC & response sent:

8.2.1 **06/26/0019/PDE** 17 The Pastures Hemsby - Application for Prior Approval for a larger home extension: Removal of existing conservatory and replacement with a single-storey flat-roof extension of 4.0m depth and 2.55m height. **It was agreed to submit no objections to the application.** **-Action Clerk**

8.2.2 **06/25/1065/DOV** land at Yarmouth Road, Hemsby - Application to vary the terms of an existing Section 106 Agreement dated 7 June 2018 relating to land at Yarmouth Road, Hemsby linked to planning permission 06/16/0583/O and reserved matters 06/21/0495/D (Proposed development of 93 residential dwellings, associated public open space and new vehicular and pedestrian access from Yarmouth Road) - Proposed amendments to Schedule 2 Affordable Housing Part 1 to replace existing affordable housing definitions and clauses with policy compliant 20% affordable housing and to enable the voluntary delivery of 100% affordable housing, to include reference to Local Lettings Policy and to delete Schedule 2 Affordable Housing Part 2.

Response due by GYBC by 24/2/2026 (they have granted an extension to the PC to comment until after PC meeting). It was agreed to submit no objection to the application however the Parish Council wished for it to be confirmed that the properties will always be for people with a local connection to Hemsby in perpetuity & always be affordable housing.

8.3 Consider any Planning applications received since the publication of the agenda requiring consideration. **None received.**

8.4 It was noted that The Broads Authority have advised that The Local Plan for the Broads will now be subject to an independent examination to be conducted by the Planning Inspectorate. Once confirmed, details relating to the examination process will be advertised, made available online and sent to all respondents.

9. FINANCIAL MATTERS

9.1 The payments as circulated on the schedule for February 2026 £35,975.08 , **Receipts of £26,290.86** were noted & bank statements as 31st January 2026 totalling £ 346,652.90 **(including earmarked reserves).**

Hemsby Parish Council savings account (Barclays)	£112,047.10
Hemsby Parish Council current account (Barclays)	£4,000.00
Hemsby Parish Council Unity Trust current account	£10,498.30
Hemsby Parish Council Unity Trust deposit account	£189,607.50
CCLA Investment	£30,000.00
Hinkley & Rugby BS	£500.00

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 - Carried forward to March Meeting. **-Action Cllr Bowgen**

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 draft lease is being prepared for the proposed issue date & Personnel matters, the request for annual leave was also agreed as a one off.

11. Next Meeting: 16th March 2026 venue to be confirmed.

Clerk Mrs Kerrie Wilton Telephone: 01493 719235 Email: hemsbypc@outlook.com

Hemsby Parish Council
PAYMENTS LIST

24 February 2026 (2025-2026)

Vouche Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
242	23/02/2026		Unity - Current		Office Telephone	Bonline	S	21.55	4.31	25.86
243	23/02/2026		Unity - Current		Pavilion Broadband	BT	S	45.92	9.18	55.10
244	23/02/2026		Unity - Current		Washroom Services	Anglian Chemicals	S	36.25	7.25	43.50
245	23/02/2026		Unity - Current		Cleaning - Pavilion	James Charlton	Z	87.50		87.50
246	23/02/2026		Unity - Current		Toilets / Office Electric	EDF Energy	L	44.02	2.20	46.22
247	23/02/2026		Unity - Current		Pavilion Electric	EDF Energy	L	46.57	2.33	48.90
248	23/02/2026		Unity - Current		Grave Digging	JG Services Norwich Ltd	Z	600.00		600.00
251	23/02/2026		Unity - Current		Event Expenditure	UK Firework Company	S	2,250.00	450.00	2,700.00
252	23/02/2026		Unity - Current		Kingsway Island Maintenance	Plantscape	S	810.00	162.00	972.00
253	23/02/2026		Unity - Current		Insurance Claim	Bowers and Barr	S	10,368.75	2,073.75	12,442.50
254	23/02/2026		Unity - Current		Waste	Norse Waste Solutions	S	61.10	12.22	73.32
255	23/02/2026		Unity - Current		Staff Training	Norfolk PTS	S	195.00	39.00	234.00
256	23/02/2026		Unity - Current		Insurance Claim	Connoisseur Carpet Care	S	510.00	102.00	612.00
257	23/02/2026		Unity - Current		Insurance Claim	Connor Adlesee	Z	110.00		110.00
258	23/02/2026		Unity - Current		Insurance Claim	Vocalvale	S	915.00	183.00	1,098.00
259	23/02/2026		Unity - Current		Insurance Claim	Pro-Heat (East Anglia) Ltd	S	9,815.55	1,963.11	11,778.66
260	23/02/2026		Unity - Current		Boiler Servicing	Diamond Heating Ltd	Z	98.00		98.00
Total								30,964.73	5,010.35	35,975.08