

HEMSBY PARISH COUNCIL

Held a meeting at the Pavilion, Waters Lane, Hemsby on Monday 20th July 2026 at 7.30pm

DRAFT MINUTES

1. ATTENDANCE thank you for your reply!

1.1 Present : Cllr Kyriacou, Cllr Kern, Cllr Bennett, Cllr Long, Cllr Edwards, Cllr Bowgen, NCC Cllr Jason Hughes. Apology from Cllr S Bensly , GYBC Cllr James Bensly, GYBC Cllr Noel Galer. 1 Members of the public present.

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 15 June 2026 was confirmed & they were duly signed by Cllr Kyriacou (Chairman).

4. PUBLIC FORUM

4.1 A verbal reports from to NCC Cllr Jason Hughes that NCC recycling centres will accept electrical items again. The Norfolk Fire Service are trying to raise awareness of fires in the open. The NCC Community highways fund has been scrapped; this fund is being used to attend to potholes. NCC have launched a judicial review to request for local government organisation to be looked at again. There is youth job fund available for employers taking on young people (18-24 yr olds) for minimum of 24 hours per week for 4 months. There is some emerging legislation that will seek for value for money for road repairs.

4.2 Police – report if available. G11/12 Rural Flegg, Caister & Coastal Villages Neighbourhood Meeting, which had been planned for Thursday 16 July, will unfortunately need to be rescheduled.

4.3 There were no comments from the member of the public.

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.

6. CORRESPONDENCE

6.1 The correspondence from Hemsby Football club was discussed & consideration was given to their requests;

To accommodate these two teams (one senior & one youth), we would only require the use of a single field adjacent to the changing facilities and floodlights. We would not require the upper pitch, particularly given the ongoing drainage issues at the lower end of that area, which make its use challenging.

Based on this reduced requirement, we feel that a fee of £400 per season would be a fair contribution for the two teams. In addition, we would require access to:

- *Home and away changing rooms*
- *A referee's changing room*

The two teams would collectively require approximately 18 home fixtures per season, which should provide sufficient flexibility for the facility to plan around its existing cleaning and maintenance schedules.

It was unanimously agreed that a counteroffer was to be made of £600 for maximum of two teams only for the new season commencing in autumn 2026 (One adult & one junior team -

as requested) for 9 match fixtures per team only– dates to be provided to the Parish Council as soon as possible. The use of one field - nearest to the pavilion, two changing rooms in the pavilion (rooms 8 & 5 only), one referees room (number 6), they are to provide their own goals, no training on the field as this has not been requested. All correspondence to be sent to the clerk & not directly to any cllrs in accordance with the adopted standing orders.

It was felt that at present no response could be made to the requests stated below;

We would also appreciate consideration of the following points as part of any future agreement:

- *Any Service Level Agreements (SLAs) that Hemsby would propose putting in place.*
- *A three-year payment arrangement, with a view to potentially bringing additional teams back to Hemsby in the future should this arrangement prove successful.*
- *Details of the costs and arrangements for hosting sports tours.*
- *Information on how the facility intends to address and move forward with the requirements associated with Martyn's Law.*

To ensure clear communication and a productive working relationship moving forward, we would like one single Cllr (Cllr Bowgen) to act as our primary point of contact, working alongside Ross (football team manager) from Hemsby Football Club as Hemsby's nominated contact. We believe having designated representatives from both sides will help streamline discussions and ensure any issues are addressed promptly and effectively. They have been advised that as a requirement of the Standing orders this Parish Council have adopted all correspondence should be sent via the Clerk (who is also known as the Proper Officer of the council).

6.2 It was noted that a complaint was received about the bushes & trees at the entrance to the Barleycroft estate, from social media there has been a remedy, but it is not known by whom or if this was animals. There is a similar issue at the entrance to Newport Road where planting was restricting views of the road, it was agreed to pass these on to the NCC Highways Department as is it on their land.

-Action Clerk

6.3 It was noted that the naming of the roads for the new Yarmouth Road development has been agreed by GYBC.

6.4 It was noted that GYBC is holding a Coastal Stakeholder meeting on 31/7/2026 at the Town Hall.

6.5 It was noted that contact has been received from Dulcie Walsh (new GYBC Housing Strategy Manager (Coastal Adaptation)). *'We are keen to explore opportunities for new housing provision within the village to help ensure that affected residents have the option to remain in Hemsby at what is a very difficult and uncertain time is already'*. They have been invited to attend this meeting, however they are not able to attend at present but hope to attend the September meeting. The Clerk holds their contact details should any resident wish to make contact.

6.6 It was noted that contact has been received from concerned residents about the summer fire works during the tinder dry drought conditions, Gt Yarmouth Tourism Board who operate them have confirmed that all Health & Safety requirements are reviewed prior to each event.

6.7 The request from The Church to use the Burial Ground car park for a church event on the evening of Wednesday July 29th 2026, was agreed, The Ranger & the church to be advised.

-Action Clerk

6.8 It was noted that more complaints have been received about the Car Parks on Beach Road Hemsby & fines being issued. This was brought to the attention of NCC Cllr Jason Hughes as all of the complainants have stated that this is damaging tourism & they will not return to Hemsby

6.9 It was noted that complaint has been recieved that an overhanging bush on the Kingsway has Injured a resident, this has been forwarded to NCC Jason Hughes & NCC Highways. They will attempt some hand cutting of the hedge as soon as possible as they do not routinely cut until after 1st September each year to protect wildlife.

6.10 A complaint has been received regarding a dead seal near to Hemsby Gap.

7. ADMINISTRATIVE MATTERS

7.1 It was agreed to engage the contractor for cutting the playingfield hedge after 1 September 2026.

-Action Clerk

7.2 An update on the water supply in the Burial Ground was given that the new stand pipe has been installed, new tap, underground pipework & two bollards.

7.3 No update from GYBC for the installation of additional street lights 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.

-Ongoing

7.4 An update from Cllr Bennett was given as they were submitting a grant application to GYTIA for maintenance of planters in Hemsby, they have been asked to submit further information to support the application.

-Ongoing Cllr Bennett

7.5 The quotation to reinstall the two wooden bollards adjacent to the bench at Kingsway next to the Vineries that have been knocked over by vehicles of £140 from RK Construction was agreed.

-Action Clerk

7.6 It was considered if any amendments are required to the Burial Ground forms, NAMM/BRAMM registered stonemasons, insurance, certificates of competence etc. It was agreed that there are no exceptions & this applies to all contractors working in the burial ground.

- Action Clerk

7.7 It was agreed that the next date for the contractor to attend to Kingsway Island will be as soon as possible.

-Action Clerk

7.8 The requirement to inspect & carry out routine maintenance to the playing field floodlights as well as the hard court, it was agreed to engage Bowers & Barr to undertake the works based on the estimate received.

-Action Clerk

7.9 It was noted that the grass contractor has applied weed suppressant to both areas behind the pavilion.

7.10 It was noted that the pest controller was called out to wasps nest in the ground on the Playing field – events group & football club informed & the area was cordoned off whilst the treatment took place, one remains in places for bees nests as these are protected.

8. PLANNING & TREE PROTECTION ORDERS

8.1 Planning/Tree/ License applications decided by GYBC: **None**

8.2 Planning/Tree Applications received from GYBC to be considered:

8.2.1 **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. **It was agreed to submit no objection to GYBC by 24/7/2026.**

8.2.2 **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. **It was agreed to submit no objection to GYBC by 21/7/2026.**

8.2.3 **06/26/0230/F** Maison De Levain, The Street, Hemsby – Erection of two-storey building for use as a 1-bedroom residential flat (use class C3) above a car port & study.

Response due to GYBC by 4/8/2026. *NOTE -This was not sent to Hemsby Parish*

Council originally by GYBC & they have now been included to be consulted on the application. It was agreed to submit an objection to the application as it was felt that this

was overdevelopment of the site, would result in loss of amenity, there is poor visibility for the entrance already & additional traffic movements will add to that and it does not conform to The Hemsby Neighbourhood Plan & Design codes.

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

9. FINANCIAL MATTERS

9.1 The proposed payments as circulated on the schedule for July 2026 **Payment £9515.09** were agreed & accepted for payment, the **Receipts of £2151.19** were noted. The bank statements were accepted of **£359,436.59 (including ear marked reserves – see minutes June & May 2026)** A review of Quarter 1 finance report was accepted & agreed.

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	£10,926.79
Hemsby Parish Council Unity Trust deposit account	£166,353.67
CCLA Investment	£30,000.00
Hinkley & Rugby BS	£35,505.31

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 again. **-C/F Cllr Bowgen**

9.3 The grant application from Hemsby Hedgehogs for £429 was discussed & it was agreed to donate £150 towards to the cost of a tablet/ipad, the receipt to be provided. **-Action RFO**

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. It was noted that further viewings have taken place with another one due tomorrow.

11. Next Meeting: 21st September 2026 at 7.30pm. Clerk Mrs Kerrie Wilton Telephone: 01493 719235
Email: hemsbypc@outlook.com or clerk@hemsbyparishcouncil.gov.uk

Hemsby Parish Council

13 July 2026 (2026-2027)

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
83	Office Equipment and Supplies	20/07/2026		Unity - Current		Office Telephone	Bonline	S	24.00	4.80	28.80
84	Pav - Broadband	20/07/2026		Unity - Current		Pavilion Broadband	BT	S	49.28	9.86	59.14
85	Pav - Maintenance	20/07/2026		Unity - Current		Washroom Services	Anglian Chemicals	S	36.25	7.25	43.50
86	BG - Grounds Maintenance	20/07/2026		Unity - Current		Grounds Maintenance	Garden Guardian	S	646.50	129.30	775.80
86	PF - Grounds Maintenance	20/07/2026		Unity - Current		Grounds Maintenance	Garden Guardian	S	757.88	151.58	909.46
87	Toilets - Electric	20/07/2026		Unity - Current		Toilets / Office Electric	EDF Energy	L	27.21	1.36	28.57
88	Pav - Electric	20/07/2026		Unity - Current		Pavilion Electric	EDF Energy	L	49.24	2.46	51.70
89	Grave Digging	20/07/2026		Unity - Current		Grave Digging	JG Services Norwich Ltd	Z	300.00		300.00
90	PF - Capital and Improvements	20/07/2026		Unity - Current		Salary - Parish Clerk	Kerrie Wilton	S	4.17	0.83	5.00
90	PF - Capital and Improvements	20/07/2026		Unity - Current		Salary - Parish Clerk	Kerrie Wilton	Z	20.00		20.00
92	Audit Fees	20/07/2026		Unity - Current		Internal Audit	Trevor Brown	Z	429.05		429.05
93	Training	20/07/2026		Unity - Current		Councillor Training	Norfolk PTS	S	64.00	12.80	76.80
94	Consultancy and Legal Fees	20/07/2026		Unity - Current		Insurance Valuation	Spalding & Co	S	250.00	50.00	300.00
95	Waste	20/07/2026		Unity - Current		Waste	Norse Waste Solutions	S	61.10	12.22	73.32
96	Pav - Cleaning	20/07/2026		Unity - Current		Cleaning Materials	Hugh Crane Cleaning Mater	S	36.34	7.27	43.61
Total									7,618.08	389.73	8,007.81

Items in red were reimbursement to the clerk of £5 for petrol & £20 for strimmer line & strimmer oil for use by community payback to maintain the verge at the Playing field, Waters Lane, Hemsby

FOOTBALL CLUB ANNUAL FEES

Year/Season	Date Paid	Amount
2008		
2009		
2010		
2011		
2011/12	27/1/2012	£400 inc vat
2012/13	28/1/2013	£400 inc vat
2013/14	12/9/2014	£600 inc vat
2014/15	7/10/2015	£600 inc vat
2015/16	??	£600 inc vat
2016/17	26/10/2016	£600 inc vat
2017/18 reduced at 3/10/2018 meeting	16/2/2019	£180 in vat
2018/19		£0.00
2019/20	18/11/2019	£200 cheque
2019/20	Feb 2020	£200 cheque
2020/21	DUE NOV 2020 COVID	£0.00
2020/21	24/3/2021	£300 inc vat
2021/22	4/11/2021	£300 no vat
2021/22	3/2/2022	£300 no vat
2022/23	16/10/2022	£400 no vat
Tournament	£25/ day	£50 plus vat
2022/23	30/3/2023	£400 no vat
2023/24	24/11/2023	£400 no vat
Tournament 13 & 14 May 2023	£200 /day	£400 no vat
2023/24	15/3/2024	£400 no vat
2024/25	22/11/2024	£400 no vat
Tournament 18 & 19 May 2024	Pavilion 9am-4pm	£154.20 plus vat
	Field hire	£400 no vat
2024/25	14/3/2025	£400 no vat
2025/26	17/2/2026 *late	£400 no vat
Tournament 10 & 11 May 2025	£30 per day	£60 plus vat
Tournament 17 & 18 May 2025	£30 per day	£60 plus vat
2025/26	1st 50% (due Feb 2026) not charged due to fire at pav	
Tournament 8 & 10 May 2026	£200/day/field	£400 plus vat**ERROR should be Nil VAT
Tournament 15 & 17 May 2026	£200/day/field	£400plus vat**ERROR should be NIL VAT