

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 15th June 2026 at 7.30pm** *Kerrie Wilton* (Parish Clerk) 10/6/2026.

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 18th May 2026.

4. PUBLIC FORUM

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

4.2 Police – report if available.

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 – 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 To note that the Freedom of Information request received from the Football club has been responded to following advice being provided by NPTS.

6.2 To note that GYBC are holding a Parish Council engagement event on 30/6/2026 at 6pm.

6.3 To note that a request has been received for the 'H bar' to be re-lined on Pit Road outside the Butchers Shop. This has been passed on to NCC Highways & NCC Cllr Jason Hughes.

6.4 To note that a complaint has been received that the tree stumps at the side of the pavilion are growing again.

6.5 To note that the Norfolk Local Access Forum (NLAF) and to share our recently updated Strategic Vision and Action Plan has been received with their aims & objectives for 2026/27.

6.6 Anglian Water (WAVE) have advised again that there is a potential water leak in Waters Lane near to the meter for the Pavilion, it has been requested that they attend, as the water meter is moving under the payment.

7. ADMINISTRATIVE MATTERS

7.1 To receive the up-to-date re-valuations of fixed assets & buildings from Spalding & Co.

7.2 To receive an update on the water supply in the Burial Ground.

- 7.3 To receive an 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.
- 7.4 To receive an update from Cllr Bennett as they were submitting a grant application to GYTIA for maintenance of planters in Hemsby.
3,288.19, an increase of £94.96).
- 7.6 To review the Standing Orders & Financial Regulations & consider adopting the NPTS versions in place of the NALC versions.
- 7.7 To consider adopting the updated complaints policy provided by NPTS.
- 7.8 To note that GYBC advised that the Parish Council needed to purchase a replacement litter bin liner for the bin on the playing field, near to the Common Road alley way, this was agreed by the Parish Councillors by email at a cost of £95.27 (inc vat & delivery) from Glasdon, this has been installed by Cllr Bowgen & the clerk.
- 7.9 To consider 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.
- 7.10 To note that the Football Club have removed the railing from the premier pitch on the rear field.
- 7.11 to adopt the findings, recommendations & policies (Financial Risk Assessment, Internal Controls Policy etc) as recommended by the Finance Committee on 15 September 2025.

8. PLANNING & TREE PROTECTION ORDERS

8.1 Planning/Tree/ License applications decided by GYBC:

8.1.1 Works to trees protected by Tree Preservation Order (TPO No 6 2011) - T5 (Pine) - Fell due to risk to Highway Safety and replace with a Silver Birch, Location, Belmont House Winterton Road Hemsby NR29 4HH. **REFUSED BY GYBC on 18/5/2026**

8.2 Planning/Tree Applications outcomes received from GYBC to be considered: None

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

9. FINANCIAL MATTERS

- 9.1 it was agreed the payments as circulated on the schedule for June 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, carried forward again.
- 9.3 To receive internal auditors report & consider any recommendations
- 9.4 To agree the governance statement for y/e 31/3/2026.
- 9.5 To agree the final accounts for y/e 31/3/2026 including the accounting statement
- 9.6 To note the Ear Marked reserves as at 31 March 2026 Overall Reserves stood at £302,156.70 which the Council has designated as follows:
- Youth Club Fund: £2,856.97
 - Neighbourhood Plan: £1,354.14
 - Election Reserve: £3,000.00
 - Events: £1,838.48
 - Donations: £1,815.38
 - Disaster Fund: £1,000.00
 - Multi Use Games Area: £100,000.00
 - Staffing Reserve: £25,000.00
 - Concurrent Functions Mitigation: £23,500.00
 - Outdoor Spaces Reserve: £14,000.00

- From 2021/22 Budget to 22/23: £1,500.00
- From 2022/23 Budget to 23/24: £6,284.01
- Miscellaneous Projects: £30,000.00
- Hemsby in Bloom – ringfenced: £543.00
- Emergency Beach Cleaning: £5,000.00
- General Reserves: £84,464.72

9.7 To agree the submission of the annual AGAR return to the external auditor PKF Littlejohn.

9.8 To agree the Notice to Persons publication dates for inspection of the annual accounts.

9.9 To note that the S137 for 2026/27 is £11.60 per elector.

9.10 To consider the email that has been received from the football club requesting that the fees that they have been charged for their two tournaments in May 2026 are reduced to give consideration of offsetting the expenses they incurred whilst the pavilion was unavailable due to the fire at the premises.

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.

11. Next Meeting: 20 July 2026 at 7.30pm. Clerk Mrs Kerrie Wilton Telephone: 01493 719235 Email: hemsbypc@outlook.com or clerk@hemsbyparishcouncil.gov.uk