

## **HEMSBY PARISH COUNCIL MEETING**

Held a meeting at the Pavilion, Waters Lane, Hemsby on Monday 18th May at 7.39pm (on the rise of The Annual Meeting of the Parish).

### **MINUTES**

- **ELECTION OF CHAIR – Keith Kyriacou was unanimously elected. Acceptance of Office was signed in the presence of the meeting.**
- **ELECTION OF VICE CHAIR - Angie Bennett was unanimously elected. Acceptance of Office was signed in the presence of the meeting.**

#### **1. ATTENDANCE**

Present : Cllr Kyriacou, Cllr Kern, Cllr Bennett, Cllr Bowgen & Cllr Long, NCC Cllr Jason Hughes. No Apologies received from Cllr S Bensly, GYBC Cllr James Bensly, GYBC Cllr Galer. 10 Members of the public

#### **2. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllr Kern item 9.3

#### **3. MINUTES OF PREVIOUS MEETING**

3.1 The accuracy of the minutes of the Parish Council Meeting held on 20th April 2026 & were duly signed by Cllr Kyriacou.

#### **4. PUBLIC FORUM**

4.1 A verbal report was given from Councillors– NCC Cllr Jason Hughes, he has had his induction at NCC. The Western link road looks as this will still going. He is currently exploring the possibility of installing a pedestrian crossing on Waters Lane., there is a need to gather data to support that. He will report back to a future meeting.

4.2 Police – Provided a written report of policing across the Flegg rural area over the past year.  
*Overall, crime levels across the Flegg rural communities remain low, which is a positive reflection of both the area itself and the continued support and vigilance of local residents. While there have been occasional incidents, these have generally been isolated, and we continue to see no significant or sustained increases in crime or anti-social behaviour.*

*As the local Beat Manager, I remain committed to maintaining this low level of crime. I will continue to carry out regular patrols across all villages, focusing on reassurance, visibility, and early intervention. These patrols, along with targeted visits to known locations and engagement with residents, are key to preventing crime and addressing any emerging concerns at an early stage.*

*I also continue to work closely with partner agencies, local councils, and community groups to ensure that any issues affecting the area are tackled collaboratively and effectively. Finally, I would like to remind residents that up-to-date crime statistics for the area are available via the Norfolk Constabulary website. These are published on a monthly basis and provide a clear and transparent overview of incidents within your local area. Thank you for your continued support and cooperation. Callum PC 1827 BALL.*

4.3 A resident asked why the football club was only charged £60 per day plus vat last year but this year their fee for running the two, two day tournaments was £960.00 including vat per weekend tournament, they had been permitted to setup each Friday from noon also, this was in accordance with the published scale of fees, which has a two tier rate, one for residents & one for commercial companies, that has been in place since 2019 & is available on the website. They also questioned the amount of the parish councils bank balances, this stood at 30 April 2026 at £363,464.72, less the & ear marked reserves. This amount has not yet been calculated but in 2024/25 it was £238,441.71 as Earmarked Reserves, made up as follows • Youth Club Fund • Neighbourhood Plan • Elections Reserve - • Warm Hub Grant • Events Budget • Donations • Holding over from the 2021/22 budget to complete projects • Holding over from the 2022/23 budget to complete projects • Holding over from the 2023/24 budget to complete projects • Multi-use Games Area • Staffing Reserve - • Misc Projects (Burial Ground Car Park money) • Disaster Fund • Hemsby in Bloom • Concurrent Funds Mitigation • This left available funds at year end of 2024/25 £49,314.98. It was explained that in 2024/25 they had paid £584.80 for a two day tournament & last year (2025/26) the amount had been reduced to £144.00, as the village events group had been given the field for no fee, they were asked to pay towards the cost of cleaning the toilets in changing room 1 that they used for the event.

4.4 Residents have spoken to NCC Cllr Jason Hughes about their concerns over the fees being charged to the football club for the sport tours tournaments. The conditions of the new field extension were discussed & the requirements that for a period of time they were to be available at no profit. The Chairman advised there is no profit & the who site runs at a significant loss – ***annual running costs are attached.***

4.5 Resident spoke about Common Road, Hemsby & they remain concerned over speeding on the single track road. They also expressed concerns that some of the land which they believed to be Poors land had been sold off. They were advised that the Hemsby Poor Trust is no connected in any way to the parish council & that Lyndon Bevan is the last known chairman should they wish to raise their concerns with him. Cllr Kyriacou that he had forgotten to install the speed limit sign on to Common Road & he will attend to it. It was noted that the caution horse signs have been installed by NCC Highways.

4.6 Residents have spoken to NCC Cllr Jason Hughes about their concerns over ASB on the playing field & in the car park. It is unclear if these incidents have been reported by Police. Cllr Kern advised that he usually attends the local Police meetings as representative of the parish. Cllr Kyriacou advised that due to the fire in the pavilion the street style lamp had not worked for several months but this has since been reinstated.

4.7 Residents have spoken to NCC Cllr Jason Hughes about their concerns over the Norwich Bus route ending, he will investigate the reason that this has ended & if it can be re-instated.

**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. **Anita Edwards was co-opted on to the Parish Council.**

## **6. CORRESPONDENCE**

6.1 It was noted that an email has been received from the football club to advise on continued damage to their mobile goal posts.

6.2 It was noted that the volunteer gardeners have reported plant thefts from Kingsway Island planters.

## **7. ADMINISTATIVE MATTERS**

7.1 No update has been recieved yet for the up-to-date re-valuations of fixed assets & buildings from Spalding & Co. Clerk to Chase **-Action Clerk**

- 7.2 An update on the water supply in the Burial Ground was given as a site visit has been held & the works were agreed to commence last week, however this did not happen, the contractor has been contacted but has not replied. It was agreed that another contractor is engaged, R King Construction of Hemsby. **-Action Clerk**
- 7.3 An update on the installation of the replacement fence at the playing field was given, a site visit was held with the contractor, that established that the gate at the Village Hall end needs to be replaced with one of the same size as the existing rather than a narrower one as quoted. It was agreed for the kissing gate at the pavilion end to remain & not be replaced, as it is sound, the contractor will level it, if possible, then it can be repainted to match the new fence, this amendments have reduced the cost to £11,354.95 plus vat, a purchase order has been raised. Installation will be 6- 8 weeks, they have been asked to avoid Thursdays due to the car boot sales.
- 7.4 Cllr Bowgen gave an update on the inspection of assets on asset register – add new items/remove/ note works required. It was noted that Cllr Bowgen has inspected them & he reported that he has visited all of the assets; none needs replacing or maintenance, Cllr Kyriacou reported that the litter bin on Newport Road has a broken catch, short term solution to be sought until it can be replaced. The two noticeboards Kingsway & Post Office require new back boards & perspex to the front of the one at the Post Office, Clerk to contact SSAF for the repairs to be costed & circulated to Cllrs. It was noted that the insurance is due again 31 May 2026, it was agreed to remain with Clear Council issuers, the policy had increased by less than £50. **-Action Clerk & RFO**
- 7.5 An update on the option of adding an earlier quiet fireworks was given, the local business has paid for 50% of the additional display by way of a donation, the remaining 50% funding is still being sought. A fireworks planning meeting was due to be held on 28/4/2026 but was cancelled; a new date is to be set. **Ongoing**
- 7.6 The request from the neighbour of the burial ground for a reduction in height of the conifer hedge on the boundary due to them suffering over shadowing due to the height difference in the land was discussed with them, as on further inspection it appears that the trees belong to the neighbour not the parish council.
- 7.7 It was noted that no update has been received 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. **-Clerk to chase GYBC**
- 7.8 The new Dunes site manager has been contacted again as the remedial car park works in the Burial Ground remain outstanding, they were on site 7/5/2026 & the works have been completed.
- 7.9 An update was provided by Cllr Bennett as GYTIA had rejected the grant application for planting & maintenance of planters in Hemsby. Cllr Bennett will submit it again. **-Action Cllr Bennett**

## 8. PLANNING & TREE PROTECTION ORDERS

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

## 9. FINANCIAL MATTERS

- 9.1 The payments as circulated on the schedule for May 2026 (circulated in the month) **£11,675.77, Receipts** were noted & bank statements as £363,464.72.

Hemsby Parish Council savings account (Barclays)	£112,330.75
Hemsby Parish Council current account (Barclays)	£4,000.00

Hemsby Parish Council Unity Trust current account	£71,146.09
Hemsby Parish Council Unity Trust deposit account	£145,511.88
CCLA Investment	£30,000.00
Hinkley & Rugby BS	£500.00

9.2 We were unable to consider a changes to the scale of fees for the electricity tokens as agreed at the Finance Advisory Committee on 15/9/2025, carried forward again as the information was not available. **-Carried forward**

9.3 The grant application from The Hemsby Event’s Group was considered & it was agreed that £750 would be made available, this would give free hire of the playing field to cover the invoice already issued £480 for field hire for one day as they had been given free hire already for the set up of the event on the day before from noon & a donation of £270 would be made towards running costs of the event.

The request from a potential stall holder for their dogs to attend (previously circulated by email to cllr’s). It was agreed that potential stall holder will be given the contact details of the treasurer of the events committee.

9.4 The email received from the Football club regarding the invoices for their two tournaments was discussed.

Their ½ yearly invoice due to be issued shortly in arrears for use for the fields & pavilion (November 2025 to May 2026 £400 was also discussed & it was agreed that no invoice will be raised for that period.

It was noted that they have submitted a freedom of information request & the Parish Council has until 12 June 2026 to respond.

## 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 solicitor will be contacted for costings, they will be circulated & if agreed the document will be prepared. The burial ground memorial permit request was discussed & it was confirmed that photo ceramics are not permitted on headstones in accordance with the Burial Ground regulations– clerk to advise the stone masons. Personnel matters – the complaint was addressed with the member of staff.

**11. Next Meeting:** 15<sup>th</sup> June 2026 at 7.30pm. Clerk Mrs Kerrie Wilton Telephone: 01493 719235

Email: [hemsbypc@outlook.com](mailto:hemsbypc@outlook.com) or [clerk@hemsbyparishcouncil.gov.uk](mailto:clerk@hemsbyparishcouncil.gov.uk)

Pavilion and Playing Field 2024/25

Insurance not included as the premium is not broken down

Item	Income	Expenditure
Alarm servicing		£504.98
Boiler servicing		£354.00
Miscellaneous		£6.99
Extinguisher servicing		£224.80
Heating Oil		£305.00
Cleaning (inc supplies)		£3,099.48
Water		£357.57
Electric		£742.28
Tree Survey		£150.00
Broadband		£418.12
Brownies	£638.17	
Football Club (ad hoc)	£198.00	
Total Pavilion	£836.17	£6163.22
Grounds Maintenance		£5,568.00
Hard Court Repairs		£2,530.50
Fence Repairs		£803.54
Miscellaneous		£615.35
Football Club	£1,250.00*	
Car Boot	£4,148.15	
Hard Court	£100.41	
Electric Tokens	£71.00	
Total Playing Field	£5,569.56	£9,517.39
<b>SITE TOTAL'S</b>	<b>£6405.73</b>	<b>£15,680.61</b>
<b>TOTAL LOSS £9274.88</b>		

\*Football Club Hire

£800 2024-25 season both instalments

£400 18/5/2024 & 19/5/2024 tournament

£50 hard court hire

**Pavilion and Playing Field 2025/26***Insurance not included as the premium is not broken down*

<b>Item</b>	<b>Income</b>	<b>Expenditure</b>
Alarm servicing		£526.98
Roof repair (non-fire)		£170.00
Electric works (non-fire)		£658.26
Miscellaneous		£63.98
Extinguisher servicing		£64.80
Water Testing (Legionella)		£480.00
Heating Oil		£288.60
Cleaning		£2,178.52
Water		£807.71
Electric		£623.89
Broadband		£551.04
Brownies	£418.00	
Football Club	£58.00	
Events Committee	£60.00	
<b>Total Pavilion</b>	<b>£536.00</b>	<b>£6,413.78</b>
Grounds Maintenance		£5,894.00
Tree Work		£4,600.00
Fence Repairs		£3,614.55
Signage		£114.10
Miscellaneous		£748.33
Football Club*	£120.00	
Car Boot	£4,000.00	
Hard Court	£183.75	
Electric Tokens	£102.50	
Ormesby Youth	£50.00	
<b>Total Playing Field</b>	<b>£4,456.25</b>	<b>£14,970.98</b>
<b>SITE TOTAL'S</b>	<b>£4,992.25</b>	<b>£21,204.76</b>
<b>TOTAL LOSS £16,212.51</b>		

\* £120 was 2025 tournament fee

The £400 1<sup>st</sup> 50% invoice of £400 issued late & paid in 2026/27The 2<sup>nd</sup> £400 50% invoice for Nove 2025 to May 2026 is yet to be issued  
(Agenda item 18/5/2026.

