

MINUTES OF HEMSBY PARISH COUNCIL MEETING

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

Monday 20th February 2023 at 7.30pm

Minutes

1. ATTENDANCE

Present: Cllr Kyriacou (Chairman) Cllr M Kern, Cllr J Cook, Cllr Stocker & Cllr L Mogford, Apologies received from Cllr S Bensly (vice Chairman), Cllr Bowgen, & Cllr Bennett, Cllr B Chilvers & GYBC/NCC Cllr Bensly. Clerk Mrs K Wilton.

12 Members of the Public were present including GYBC Cllr Galer & PC Gary May also present.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS.

2.1 Cllr Kyriacou agenda items relating to the Football Club 7.4 & 8.2

3. MINUTES OF PREVIOUS MEETING

3.1 The minutes of the Parish Council Meeting held on **16th January 2023 & 3 February 2023** were signed as true & correct.

4. PUBLIC FORUM

4.1 A verbal report was given by GYBC Cllr Noel Galer he advised that GYBC will be meeting tomorrow (21/2/23) to discuss precept setting across the Borough. The Clerk advised that GYBC had published in the incorrect amount for Hemsby's increase it was not 10.90% as stated, but in fact 2.52%. GYBC had been notified of this & had finally corrected it, however there was concern that this could cause undue press reporting. Cllr Galer confirmed that he would support the correct reporting of this at the meeting.

4.2 Police, PC Gary May advised that the next SNAP meeting Thursday 23rd February 2023 7pm. Smudgers Bar, Sandown Road, Great Yarmouth, NR30 1EY, everyone welcome. He advised that it is still his hope that a more local venue can be used for the northern parishes as the crimes in Gt Yarmouth itself are not the same sort as in the parishes.

4.3 A resident wished for it to be noted their personal thank you to the Neighbourhood Plan Group for all their hard work getting the plan this far.

4.4 A resident requested a booking form to use the pavilion.

-Action Clerk

5. NEIGHBOURHOOD PLAN

5.1 An update from the Neighbourhood Planning Group was given by Tracy (Chairman of the group) following on from the Q & A session that was held on 6/2/23 at the Pavilion with the consultants present. She confirmed that the NHP had been in development for almost 3 yrs, it had been worked over by a group of X & via several consultations with the residents the plan had taken shape, it included policies that will sit alongside those of GYBC to shape location, design & type of building in Hemsby for the next 20 years. The plan has gone through examination stage & feedback has been given on factual inaccuracies & omissions, it will be shortly returned by the examiner to GYBC & they will then consider if it is suitable to go to referendum.

5.2 It was agreed to Ratify the submission of the final response that was sent to the NHP examiner on 8/2/2023. (cllr Mogford was not present during this item as he left the meeting between 8:24pm & 8:27pm as he to attend to his vehicle in the car park)

6. CORRESPONDENCE

6.1 As NCC Cllr Bensly was not present, therefore no update was available regarding the requests in January 2023 for additional Grit bin for Marsh Road/Martham Road & Kingsway. The clerk advised that the grit bin at the school has been re-filled.

6.2 It was noted that the Consultation on the draft Coastal Adaptation Supplementary Planning Document **Begins on 25th January to 8th March 2023**. This joint document supports the implementation of Local Plan policies related to the coast and explains what type of development and where development may be appropriate along the coast and what to consider when submitting a planning application.

You can view and respond to the consultation at

<https://eastsuffolk.inconsult.uk/connect.ti/draftcoastaladaptationspd2023/consultationHome>

. (Note – East Suffolk Council are ‘hosting’ the consultation on behalf of the partnership authorities).

If you are unable to submit comments online, by email to planningpolicy@eastsuffolk.gov.uk or by post to Planning Policy and Delivery, East Suffolk Council, Riverside, 4 Canning Road, Lowestoft, NR33 0EQ. The Coastal Adaptation Supplementary Planning Document is expected to be adopted Summer 2023. Once adopted, this document will be a material consideration when deciding planning applications. Please ensure all comments are received by 5pm on **Wednesday 8th March 2023**.

If you have any questions about the consultation, please contact the Strategic Planning Team using the contact details below. **Kim Balls MRTPI (He/Him)**, Principal Strategic Planner, Strategic Planning, Planning and Growth Great Yarmouth Borough Council, **Email:** Kim.Balls@great-yarmouth.gov.uk, www.great-yarmouth.gov.uk.

Copy’s of the details for this were also made available at the Warm Hub on 9th February 2023 alongside the GYBC Local Plan at the Village Hall. It was agreed that two extra self-service information points will be set up on 21/2/23 & 23/2/23 10am to 3pm at the Village Hall, Cllrs will attend if possible.

-Action Clerk

6.3 It was noted that Norfolk County Council are holding a Consultation on ‘The County Deal’. Under the deal, Norfolk would receive a £20 million investment fund every year for 30 years – that’s a total of £600 million in new investment. There would also be specific funding for integrated transport, brownfield development, adult education, and infrastructure, all of which would involve decisions being made locally on how to spend the money in Norfolk. The consultation is open until the 20th of March 2023.

<https://norfolcalc.us19.listmanage.com/track/click?u=2692b65f54fc05af771acfb43&id=554d1f648b&e=9d8ce7bb1b>

6.4 The outcome of the Waters Lane Pedestrian Crossing Assessment conducted in April 2022 & requested in 2021 by the NCC Cllr at that time was discussed. It was agreed that alternative sources of funding would have to be explored due to the high costs involved as it is unlikely that the Parish Council would be able to fund it.

7. ADMINISTRATIVE/DAY TO DAY MATTERS

7.1 The contents of the Clerks report was noted.

7.2 An update was given on the ‘Warm Space’ at the Village Hall by Cllr Kyriacou that it is getting busier week on week.

7.3 Cllr Bennett was not present so no report was received on Youth hub & consider action plan. The costings from YMCA had been requested again by the clerk, but have still not been received.

-Carried forward

- 7.4 No update was available from the Football Club regarding the design & installation of the lean-to they wish to install & consider an additional request to install a compost enclosure.
-Carried forward
- 7.5 Following on from the adoption of a Donations Policy in January 2023, it was agreed to set a budget of £3,000 for 2023/24, this amount will be moved out of the existing Events budget line.
-Action RFO
- 7.6 It was agreed that the Flegg CT meetings can continue to held in the Pavilion for 23/24 free of charge, as Hemsby is a member.
-Action Clerk
- 7.7 It was noted that the next of kin for the loose headstone has been contacted & they will seek to repair it & pay for the works. This will need to be monitored before next meeting.
-Action Clerk
- 7.8 NPTS are holding training on **Understanding the Planning System - Delivered by an ex-planning officer** David Fowler 28 February, 7 - 9.15 pm online. £60 non-subscribers. No Cllrs wished to attend.
- 7.9 To receive an update on the Burial Ground car park access for access to the Sub-station – **Item moved by Chairman to Confidential item 10.**

8. FINANCIAL MATTERS

- 8.1 The bank statements were accepted. The total payments for January **£9,558.49** receipts of **£4,215.26** were noted, with pending receipts of **£3,685.20**.

The bank summary was received & accepted as at **31st January 2023** totalling **£171,943.76**

Hemsby Parish Council savings account (Barclays)	£47,911.67
Hemsby Parish Council current account (Barclays)	£4,000.00
Hemsby Parish Council Unity Trust current account	£5,771.12
Hemsby Parish Council Unity Trust deposit account	£114,260.97

Free funds £29,592.17

- 8.2 As Cllr Chilvers was not present no update on grants available for the refurbishment of the tennis courts into a Multi Use Games Area (MUGA).
-Carried forward
- 8.3 It was agreed to place the BT broadband on to Direct debit.
-Action RFO
- 8.4 It was agreed to place the salaries for the two of the three members of staff on to standing Order.
-Action RFO
- 8.5 It was noted emergency repairs were authorised by the Chairman & the Clerk to the Public Toilets roof as there were several broken tiles & to the guttering at the pavilion as this had been broken & become detached.
- 8.6 It was noted that emergency drain clearing of the Public Toilets was authorised by the Chairman, Cllr Bowgen & the clerk.

9. PLANNING & LICENSING

9.1 Applications received which have already been responded to:

- 9.1.1 **06/22/1048/VCF** Former Pontins Holiday Centre Beach Road Hemsby - Variation of condition 4 of pp. 06/20/0422/F (Redevelopment of site to provide 188 no dwellings and 88 holiday lodges, associated recreation facilities and associated works) - To allow occupation of 188 of the approved dwellings and 91 of holiday chalets all year round (not including caravan/lodge units) **To note that following the last meeting where it was agreed to submit objections to this application, The Clerk was advised that GYBC had invalidated this application, so our response was not required.**

9.2 Planning application decisions issued by GYBC:

- 9.2.1 **06/22/1067/F** Former Parish Office, Kingsway, Hemsby - Retrospective application for replacement of wooden door with metal sheet covering, to white uPVC double glazed door. **Approved.**
- 9.2.2 **06/22/0996/A** Former Parish Office, Kingsway, Hemsby - Proposed installation of 2no. fascia signs for new sandwich bar. **Approved.**
- 9.2.3 **06/23/0019/TCA** Hemsby Parish Council Burial Ground- Proposed works to trees B1 - Group - Cut back bushes to fence line H1 - Hedgerow - Fell to ground level 25 - Chestnut - Pollard to 5 m 30 - Whitebeam - Remove broken branch section and stub 52 - Pine - Remove broken branch 104 - Hawthorn - Cut back growth to create 1.5 m clearance from street light 105 - Leylandii - Reduce height to 2.5 m and trim sides **Approved.**
- 9.2.4 **06/22/0780/HH** North House Winterton Road Hemsby - Proposed single storey side extension to provide utility room, gym and play room and garage with an awning to the rear. **Approved.**
- 9.2.5 **06/22/0240/F** Land Rear of 16 Mill Road (off Summerfield Road) Hemsby - Proposed construction of 2 detached bungalows with garages. **Approved.**
- 9.3 Consider Planning applications circulated and requiring decision:
- 9.3.1 **06/23/0075/HH** 115 Fakes Road Hemsby - Proposed new rear single storey flat roofed extension (to replace existing rear extension). It was agreed to submit **No Objection** to GYBC. **-Action Clerk**
- 9.3.2 Licensing Application for **The Seadell Bar, St Thomas Road, Hemsby**, The application is for the following licensable activities and timings: Sale of alcohol (on and off the premises) – 24 hours, each day, Recorded music (indoors) – 10am to 2am, each day, Live music (indoors) – 8pm to 2am (Mon – Sat), midday to 2am (Sun), Performance of dance - 8pm to 2am (Mon – Sat), midday to 2am (Sun), Anything similar to live music, recorded music or dance – 8pm to 2am, each day, Indoor sporting events – 7pm to midnight (Wed & Sun). *The new application is based on the same licensable activities and timings as the previous licence apart from the addition of indoor sporting events. The closing date for representations is 3 March 2023.* It was agreed to submit **No Objection** to GYBC. **-Action Clerk**
- 9.4 Consider any Planning applications received since the publication of the agenda requiring consideration.
- 9.4.1 **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. It was agreed to submit **No Objection** to GYBC. **-Action Clerk**
- 9.5 It was noted that the Warm hub on 9th February 2023 at the Village Hall hosted a drop in session for the GYBC Local Plan, paper copies of the consultation & maps were made available on the day. On Tuesday 14/2/23 & 16/2/23 the documents were laid out again for visitors to the hub but due to low number of Village Hall volunteers this could not be advertised locally. The Parish Council agreed on their response to the Local Plan – to be attached to the minutes, submitted to GYBC & published on the Parish Council website. Paper copies to be available from the clerk contact 01493 719235. **-Action Clerk**
- 9.6 It was noted that the contractor for Kingsway Island will be on site for the NCC Contract in February, May & August. It was agreed for additional visits to take place March, late June & September, with £500 additional ground cover planting, this will be solely financed by the Parish Council as they were not re-awarded a grant by Great Yarmouth BID for tourism in 23/24. **-Action Clerk**

10. Exclusion of Press & Public for Confidential Session.

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 were requested to leave the meeting, it was agreed that the negotiations for the Burial Ground Car Park sub-station access should continue, with the Chairman, the clerk & the RFO leading them with regular updates to be provided to the Parish Councillor's (2).(1)Public Bodies (Admission to Meetings) Act 1960(2)Local Government Act 1972 s 228.

11. Next Meeting: Parish Council Meeting Monday 20th March 2023 7.30pm at the Pavilion, Waters Lane

Meeting ended 9:20pm

Payments for Hemsby Parish Council 20 February 2023				
Expenditure				
Cheque	Payee	Net	VAT	Total
BACS	Salary K Wilton - 25 hours/week @ SCP32 plus expenses plus mileage	£ 1,799.49	£ -	£ 1,799.49
BACS	Salary C Moore - 5 hours/week @ SCP26	£285.12	£ -	£ 285.12
BACS	Salary P Filmer - 16 hours/week @ £9.50/hour	£658.67	£ -	£ 658.67
BACS	HMRC PAYE	£ 589.44	£ -	£ 589.44
BACS	Norfolk Pension Fund	£ 766.95	£ -	£ 766.95
DD	Bonline - Telephone/Internet	£ 15.95	£ 3.19	£ 19.14
DD	Norse - Burial Ground Bin	£ 55.95	£ 11.19	£ 67.14
DD	Lloyds - Purchasing Card (ink; NHP printing; creosote)	£ 16.94	£ 3.34	£ 20.28
BACS	James Charlton - Pavilion Cleaning	£ 287.50	£ -	£ 287.50
DD	EDF - Pavilion Electric	£ 94.01	£ 4.70	£ 98.71
DD	EDF - Toilet and Office Electric	£ 60.55	£ 3.03	£ 63.58
DD	URM - Recycling	£ 44.80	£ 8.96	£ 53.76
DD	BT - Pavilion Broadband	£ 9.95	£ 1.99	£ 11.94
BACS	RK Construction - Pavilion guttering, toilets roof tiles, plastic sheeting	£ 644.00	£ 128.80	£ 772.80
BACS	Hemsby Village Hall - Warm Hub Hire	£ 1,760.00	£ -	£ 1,760.00
BACS	The Plastic Company - Memorial Bench	£ 470.00	£ 94.00	£ 564.00
BACS	Diamond Heating	£ 205.00	£ -	£ 205.00
BACS	A Bowgen - Refreshments	£ 84.46	£ 2.27	£ 86.73
BACS	Caister Electrical	£ 299.87	£ 59.97	£ 359.84
BACS	Happy Drains - drain clearance at toilets	£ 125.00	£ 25.00	£ 150.00
BACS	HKB Wiltshires - Legal work for Parish Office lease	£ 782.00	£ 156.40	£ 938.40
	Total	£ 9,055.65	£ 502.84	£ 9,558.49
	Overdue/Outstanding invoices			£ -
				£ -
		£ -	£ -	£ -
	Receipts since last meeting (01/01/23 - 31/01/23)			
	Parish Office Letting (minus £32.50 management fee)	£541.67	£0.00	£ 541.67
	Brownies - Pavilion Hire	£22.00	£ 4.40	£ 26.40
	HMRC - VAT Reclaim	£962.09	£0.00	£ 962.09
	Social Club - Hardcourt Tokens	£33.33	£6.67	£ 40.00
	Football Club - Fencing	£231.25	£0.00	£ 231.25
	NCC - Recycling Credit	£2,413.85	£0.00	£ 2,413.85
		£4,204.19	£ 11.07	£ 4,215.26
	Pending Receipts (at 13/02/23)			
	Brownies - Pavilion Hire	£198.00	£ 39.60	£ 237.60
	Football Club - Half Year Fee	£400.00	£ -	£ 400.00
	Football Club - Electric Tokens	£57.50	£ 11.50	£ 69.00
	Football Club - Playing Field Hire	£400.00	£ 80.00	£ 480.00
	Various - Burial Ground Fees	£1,829.00	£ -	£ 1,829.00
	Memorial Bench Fee	£558.00	£ 111.60	£ 669.60
				£ -
		£3,442.50	£ 242.70	£ 3,685.20