

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 20th April 2026 at 7.30pm** *Kerrie Wilton* (Parish Clerk) 15/4/2026

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 23rd February 2026.
3.2 To also note that the meeting scheduled for 16th March 2026 was not held due to it being inquorate.

4. PUBLIC FORUM

- 4.1 To receive reports from Councillors – NCC Cllr James Bensly, Borough Councillors – GYBC Cllr James Bensly & GYBC Cllr Noel Galer.
4.2 Police – report if available.
4.3 To welcome the volunteer gardeners & their suggestions for improvements to the area.
4.4 To welcome a representative of the Hemsby Events Group.
4.4 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 – 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.

6. CORRESPONDENCE

- 6.1 To note that an email has been received from Orbit Housing (Yarmouth Road developers) with proposals for street names & site name, consider options presented by them & formulate feedback.
6.2 To note that a complaint has been received from a property backing on the burial ground that ivy is coming through their fence. The Community Payback attended to it on their next visit on 18/3/2026 & the householder was advised, no further response received from them.
6.3 To note an email has been received from Somerton Parish Council about footpath FP1 asking if Hemsby Parish Council would be willing to approach the land owner to open dialogue on its reinstatement or an alternative route.
6.4 To note that letter was received from Hemsby Primary School, that following the consultation they held both Caister Primary Federation and The Hive Federation both boards voted in favour of proceeding with the proposed merger of both federations to form the new City2Coast Federation. The start date of the new federation to Tuesday 14th April 2026 to allow time for

parent and staff elections to take place. No other alterations have been made to the existing proposal.

6.5 New Great Yarmouth Local Plan: Proposed Main Modifications, Habitats Regulation Assessment and Sustainability Appraisal – Representations Period: 5th March – 22nd April 2026.

<https://www.great-yarmouth.gov.uk/planning-consultations>The quickest and easiest way to make your comments is online via <https://www.great-yarmouth.gov.uk/planning-consultations>.

However, if comments cannot be made online, they will also be accepted by email to localplan@great-yarmouth.gov.uk or by post to Strategic Planning, Great Yarmouth Borough Council, Town Hall, Hall Plain, Great Yarmouth, NR30 2QF. Pages 89-91 have been circulated to Parish Councillors prior this meeting in the event they wish to make further comments to GYBC.

6.6 Email received from GYBC Environmental Health Department that they are dealing with complaints about the laser light beam from the premises on Newport Road, as concerns have been raised over the impact on dark sky's due to light pollution & the environmental impact.

6.7 To note that GYBC have been delayed in renewing the Public Space Protection Orders for dogs in the Borough, this should be completed in April 2026.

6.8 Thank you letter received from the Village Hall Committee for the donation towards the running costs of the warm hub held on Thursday's during the winter.

6.9 Email received from a resident regarding playing field fence.

7. ADMINISTRATIVE MATTERS

7.1 To receive an update on the fire at the pavilion on 13/11/2025 - ratify the quotations received for a deep clean, access, hirers, water testing etc.

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

7.3 To receive an update on the installation of the replacement fence at the playing field. To consider quotations for a continuation or phased approach (2026/27 budget) to replace all of the fence & gates adjacent to Waters Lane.

7.4 To receive an update on the inspection of assets on asset register – add new items/remove/ note works required.

7.5 Consider obtaining re-valuations of fixed assets & buildings (last done 2022, cost of £250 + VAT).

7.6 To receive an update on the option of adding an earlier quiet fireworks display on 6/11/2026.

7.7 To receive an update following the hit & run incident of the Playing field fence on 11/12/2025.

7.8 To receive an update on the repairs to the outdoor gym following the contractors visit on 4/3/2026 & 13/3/2026.

7.9 To receive an update on the project to replace the hard court at Waters Lane with a Multi Use Games Area (MUGA) as one contractor has revised their quotation.

7.10 To receive the outcome following the request to re-register the Kings Head Public house as an Asset of Community Value.

7.11 To consider 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. Consider advice received from GYBC Tree officer for the need to obtain tree works permission as it is in a conservation area. Quotation also to be obtained for the works.

7.12 To note that the new occupiers of the property on Barleycroft have attended to the large tree which was overhanging the footway on Kingsway.

7.13 To note that the asbestos surveys will be conducted at all sites on 31/3/2026, postponed until 7/4/2026.

7.14 Discuss the SAM2 speed devices.

7.15 To note 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.

7.16 To consider the quotation from Jary's to install brick markers on the new row 'N' in the burial ground before the commencement of the use of it, cost £81.00.

- 7.17 To note the update received from the gardening volunteers looking after the boat planters & Kingsway Island planters & receipts for £182.60. Consider key access to water.
- 7.18 To note that booking forms have been received from Hemsby Events Group for an event on 26/7/2026 & from the football club for two tournaments on 8/5/2026 to 10/5/2026 & 25/5/2026 to 17/5/5/2026 & their 6 monthly hire fee invoice from November 2025 to May 2026 is due to be issued shortly, discuss all fees. An informal meeting was held with Cllr Kyriacou & Cllr Bennett with both groups & also the car boot operative to discuss usage of the playing field with regards to TENS notices/ESAG's & Martyn's Law & to identify any appropriate training needs to comply with emerging legislation.
- 7.19 To note that UKPN have now repaired the unmetered lighting columns in the Playing field car park following the electric supply being re-instated in the pavilion building.
- 7.20 To consider the second of the seasonal Kingsway Island maintenance visits (1st visit date was 27/3/2026), consider adding additional woodchip to the site & also the burial ground ashes square.
- 7.21 In readiness for Assertion 10 – further advice following the Clerk attending training;
- 7.21.1 Review of Retention of Documents Policy
- 7.21.2 Review of Data Protection Policy
- 7.21.3 Review of Privacy Statement
- 7.22 To note that the final invoice has been received from HBK Wiltshires solicitor for the deed of surrender & also the new lease for the former Parish office letting which has been issued & signed.
- 7.23 To note that the Scribe accountancy package is due for renewal at £768.00 (+ vat £153.60) = £921.60.
- 7.24 To note the outcome of the online meeting that Cllr Kyriacou was invited to attend by MP Rupert Lowe on 11/3/2026 regarding coastal erosion.
- 7.25 To review the Standing Orders, Financial regulations & Financial Risk Assessment- if updates have been received from NALC.
- 7.26 To consider the renewal of the annual membership with the ICCM, cost £110.
- 7.28 The external Auditors Annual return from PKF Littlejohn has arrived & the annual accounts will be forwarded shortly to the Internal Auditor.
- 7.29 The Dunes site manager has been contacted again as the remedial car park works in the Burial Ground remains outstanding.
- 7.30 To consider submitting a grant application to GYTIA for maintenance of planters in Hemsby.
- 7.31 To consider subscribing to Norfolk Parish Training & Support at a cost of £575 plus VAT (NALC 2025/26 was £689.37).

8. PLANNING & TREE PROTECTION ORDERS

8.1 Planning/Tree/ License applications decided by GYBC:

8.1.1 GYBC have made a new Tree Protection Order - 06/25/0868/TRE Great Yarmouth Borough Council **TPO No. 14 of 2025** – Land East of Parklands, North Road, Hemsby.

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

8.2.1 **06/26/0115/TRE, Belmont House Winterton Road Hemsby NR29 4HH-** 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 (previously received under ref **06/25/0868/TRE. Response was due to GYBC by 26/3/2026, however no comments were submitted by the Parish Council.**

8.2.2 **06/25/1021/F,** Seafield caravan park, Newport road, Hemsby, siting of 28 static caravans for all year round holiday use, inc access etc. **A response of No objection was submitted to GYBC on 31/3/2026.**

8.2.3 **06/26/0106/HH** Charisma, North Road Hemsby - Single storey side extension. **Response due to GYBC by 8/4/2026, however no comments were submitted by the Parish Council.**

8.2.4 **06/26/0249/NMA** Land at Yarmouth Road Hemsby - on-Material Amendment relating to Condition 8 (details of proposed off-site highways works) of outline pp 06/16/0583/O (Proposed development of 93 residential dwellings, associated public open space and new vehicular and pedestrian access from Yarmouth Road) - To amend the timescale for submission of details for the condition, varying the requirement from pre-commencement stage to instead require submission and approval prior to any construction progressing above slab level on site. **Response due to GYBC by 25/4/2026.**

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

8.4 To note Ormesby St Margaret with Scratby Parish Council is undertaking Regulation 14 Consultation on the Pre-Submission Draft of the Neighbourhood Plan. The consultation runs from 30th March 2026 to 10th May 2026. The Neighbourhood Plan sets out planning policies to guide development in the parish up to 2041. The Parish Council is seeking your views on the draft plan and supporting evidence. The Neighbourhood Plan and supporting documents are available on the Parish Council website: <https://ormesbypc.norfolkparishes.gov.uk>

9. FINANCIAL MATTERS

9.1 To agree the payments as circulated on the schedule for March & April 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.

9.3 To consider transferring funds within the accounts as suggested by the Responsible Finance Officer.

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 & Personnel matters.

11. Next Meeting: 18th May 2026 including the Annual Parish Meeting start time 6.30pm. Clerk Mrs Kerrie Wilton Telephone: 01493 719235 Email: hemsbypc@outlook.com or clerk@hemsbyparishcouncil.gov.uk