

HEMSBY PARISH COUNCIL MEETING

Hemsby Parish Council held a Meeting at the Pavilion, Waters Lane, Hemsby on: **Monday 17th June 2024 at 7.30pm**

Minutes

1. ATTENDANCE

1.1 Present Cllr K Kyriacou (Chairman), Cllr Stocker, Cllr Bowgen, Cllr S Bensly , Cllr Cooper, Cllr Kern & Cllr Bennett (Vice-Chairman). Apologies received from Cllr Chilvers & NCC/GYBC Cllr Bensly. No apology GYBC Cllr Noel Galer. Three members of the public present. Clerk Mrs K Wilton & RFO Mrs C Moore.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS.

Cllr Kyriacou – Football items

Cllr Cooper – Football items

Cllr Kern – events item 7.7

3. MINUTES OF PREVIOUS MEETING

3.1 The accuracy of the minutes of the Parish Council Meeting held on **20th May 2024** were agreed & signed by the chairman.

4. PUBLIC FORUM

4.1 No formal reports from Councillors– NCC Cllr James Bensly, Borough Councillors/GYBC Cllr James Bensly & GYBC Cllr Noel Galer. A message was read from GYBC/NCC Cllr Bensly to thank that Parish Council for their support to the football tournament, that it had been a huge success & that local businesses had benefited from the increased footfall.

4.2 Police not present.

4.3 A short presentation from the Flegg Community Land Trust (Flegg CLT) was due to be given but the speaker did not attend. more information about them can be found at <https://www.fleggclt.org.uk/>

4.4 The resident that has adopted the Newport Boat Planter was present & she was thanked for getting it weeded & ready for summer. She reported that she had received £50 from the garage sale organiser & she had used that to purchase plants to complement the existing annual plants. It was agreed that she will be contacted again early next year to plan planting for 2025 season & the parish council would support that via funding.

5. CO-OPTION TO PARISH COUNCIL'S VACANT SEATS – Three seats remain vacant, application forms available from the Clerk. No applications received.

6. CORRESPONDENCE/DAY TO DAY MATTERS

6.1 To note that GYBC held a Coastal Liaison meeting on 11/6/2024 at Town Hall, the Parish Council sent their apologies as the meeting. It was reported that there was bad feeling about Horsey upwards on the coast receiving new granite rocks to shore up their defences as they were due to complete their project for £2M but Hemsby's rock berm remained out of reach at £20M, enquiries were being made how granite rock had been purchased at a much lower cost. The Jacobs report will be updated to see what other options are available & the outcome of this will be shared once it has been received, it is believed to be funded by GYBC.

7. ADMINISTRATIVE MATTERS

7.1 The contents of the Clerks report was noted.

7.2 No update available on the asset register from Cllr Bowgen and Cllr Chilvers not present.

-Ongoing Cllr Chilvers/Cllr Bowgen

- 7.3 The Financial Regulations were reviewed as presented & adopted (Financial Risk Assessment will be reviewed by Finance Committee).
- 7.4 No update available on the draft proposal from Cllr Chilver as he was not present (Football Club Chairman) absence on the installation of a storage container (drawings, planning permission requirements, funding etc) & for a progress report on the installation of the compost bins- **Ongoing**
- 7.5 The Clerk gave an update on the NCC Contract for the maintenance of Kingsway Island, they have instructed a new contractor to attend for the two visits that has been delayed since February & May . They will advise a date shortly & a meeting will be held as the NCC maintenance of the site ends at the end of this year & then the whole sites maintenance becomes the sole responsibility of the Parish Council who will need to be budget for & oversee it. **-Action Clerk**
- 7.6 Fireworks event in 2024, it was agreed to hold an event with £5k to be set aside to cover costs of the display etc, Cllr Kern & Cllr Bennett are leading of this & they have obtained several quotations & they will now go back to them to see which company can supply within that budget for 8/11/2024. **-Ongoing Cllr Bennett & Cllr Kern**
- 7.7 The request from events group for skip & portable toilets to be put on site for their July event & discuss proposed locations was discussed & it was agreed that the skip will go on to the car park in the corner & the toilets will be sited on the main field. Access will be granted via Cllr Kern as Cllr representative on the group.
- 7.8 A verbal update was given by Cllr Bennett for the Multi Use Games Areas (MUGA) working group that one of the funds (levelling up) they were going to apply to has been closed early due to the general election being called & it will be up to the new government to consider the future of that fund. She did also confirm that she was ready to submit a grant application to Sports England, it was agreed that she should go ahead with that, however due to the Financial Regulations & the size of the project it may have to be posted on the 'Governments Contract Finder' portal, Mrs Moore the RFO advised that she has experience in doing that & will support that part of the project. The quotations for the project are now over three years old so will need to be updated. **-Ongoing MUGA Working Group/RFO**
- 7.9 The NCC's proposal for an additional Bus stop on North Road near to Kings Head PH was discussed & it was agreed that the clerk would provide feedback that the Parish Council felt that the existing one at the Kings Head Public House was sufficient & any additional one was a risk to the already crowded North Road due to on-street parking. **-Action Clerk**
- 7.10 It was noted that the clerk had received a response from the Yarmouth Road site owner regarding the concerns raised of safety on the site & they confirmed that Allison Homes would be attending the site to return it to its original condition that week, but this has not yet happened. It was agreed that the Clerk would chase again. **-Action Clerk**
- 7.11 It was agreed to explore the potential registration of land at Martham Road/Mill Road junction in order that consideration can be given to replacing the bus shelter there. **-Action Clerk/RFO**
- 7.12 Cllr Bennetts advised that the proposal for a community storage facility could not be discussed as the outcome of the Football Clubs discussions were not yet known. **-Action Cllr Bennett/Cllr Chilvers**

8. PLANNING & TREE PROTECTION ORDERS

8.1 Planning/Tree application decisions issued by GYBC/ Planning Inspectorate:

8.1.1 **06/23/0263/HH 4** The Paddock Hemsby - Retrospective application for erection of a front facing extension and entrance porch (approved under pp. 06/21/0037/F) - change of materials used under original application. The Planning Inspectorate have dismissed the appeal see here - [Planning Inspectorate decision](#).

8.1.2 **06/24/0283/HH** Iona 9 Beach Road Hemsby - Proposed single storey rear extension **approved by GYBC 13/6/2024.**

8.2 Planning Applications received but not yet responded to:

8.2.1 **06/24/0228/F** Hazeldene Kings Loke Hemsby NR29 4HN - Extension and change of use of garage to create an annex including installation of wood burner and flue. It was agreed that the

Parish Council did not have an objection to the application but wish for it to be conditioned that it would be ancillary to the main dwellings and not to be used as separate or holiday accommodation. Clerk to respond to GYBC accordingly. **– Action Clerk**

8.2.2 **06/24/0136/F** New Farm Bungalow Newport Road Hemsby - Proposed 23-pen boarding cattery to rear and side of property comprised of 2no. cattery pen buildings and a reception building. It was agreed that no objection to the application would be submitted to GYBC – **Action Clerk**

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

9. FINANCIAL MATTERS

9.1 The payment list as circulated on the schedule for June was agreed. The bank statements were accepted. The total payments for June are **£8413.86**, receipts of **£3,725.85** were noted. The bank summary was received & accepted as at 31 May 2024 totalling **£281,888.18 (including earmarked reserves of £194,820.73)**.

Hemsby Parish Council savings account (Barclays)	£104,161.88
Hemsby Parish Council current account (Barclays)	£4,000.00
Hemsby Parish Council Unity Trust current account	£7,427.53
Hemsby Parish Council Unity Trust deposit account	£162,996.96

9.2 The annual Internal Auditors report was agreed, it was delegated to the Clerk & RFO to increase the fidelity cover accordingly & report back any increase in premium. **-Action RFO**

9.3 It was unanimously agreed that the Annual Governance Annual Return was approved for submission to the External Auditor (PKF Littlejohn) shortly. **-Action RFO**

9.4 Audit Accounting Statement –The accounting statement figures for the year ending 31 March 2024 was agreed. **-Action RFO**

9.5 It was agreed that the Notice to Persons publication dates to be set by the RFO for inspection of the annual accounts & these will be displayed on the noticeboards & website. – **Action RFO**

9.6 The costings for Kingsway island planters & the boat planter at Newport Road were discussed & it was agreed to allocate Cllr Bennett up to £100 (on production of receipts) for the Kingsway planters to purchase evergreens rather than bedding plants. There is no further planting required for the Newport boat planter – see item 4.4. The Parish Council will consider adding funds for this into the 2025/26 budget setting including £100 for Newport Boat Planter. It was also mentioned about the daffodil bulbs on Kingsway as due to the excavations they didn't return this year to their previous glory, but hopefully they will in spring 2025. It was agreed that £50 would be budgeted for purchase of additional bulbs if required, as the Friendship club may volunteer to plant them.

10. Next Meeting: July 2024 at the Pavilion, Waters Lane, Hemsby, NR29 4NH

Clerk: Mrs Kerrie Wilton Telephone: 01493 719235 Email: hemsbypc@outlook.com

Hemsby Parish Council

9 June 2024 (2024-2025)

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
49-58 Salaries (inc re-imburement of supplies)								£4,456.80	£17.39	£4474.19
59 Waste	17/06/2024		Unity - Current		Waste	Norse Waste Solutions	S	57.40	11.48	68.88
60 Parish Office	17/06/2024		Unity - Current		Toilets / Office Electric	EDF Energy	S	325.39	65.08	390.47
61 Pav - Electric	17/06/2024		Unity - Current		Pavilion Electric	EDF Energy	L	95.73	4.79	100.52
62 Office Equipment and Supplies	17/06/2024		Unity - Current		Lloyds Credit Card	Lloyds Commercial Service:	Z	1.99		1.99
62 Subscriptions	17/06/2024		Unity - Current		Lloyds Credit Card	Lloyds Commercial Service:	Z	3.00		3.00
63 Pav - Cleaning	17/06/2024		Unity - Current		Cleaning Materials	Hugh Crane Cleaning Mate	S	26.00	5.20	31.20
63 Toilets - Cleaning and Supplies	17/06/2024		Unity - Current		Cleaning Materials	Hugh Crane Cleaning Mate	S	39.12	7.83	46.95
64 PF - Miscellaneous	17/06/2024		Unity - Current		Bin	Glasdon UK Limited	S	246.69	49.34	296.03
67 BG - Grounds Maintenance	17/06/2024		Unity - Current		Grounds Maintenance	Garden Guardian	S	580.88	116.18	697.06
67 PF - Grounds Maintenance	17/06/2024		Unity - Current		Grounds Maintenance	Garden Guardian	S	681.00	136.20	817.20
68 PF - Capital and Improvements	17/06/2024		Unity - Current		Sports Equipment	Crook Powerwashing	Z	600.00		600.00
69 Audit Fees	17/06/2024		Unity - Current		Internal Audit	Trevor Brown	Z	408.39		408.39
70 Toilets - Cleaning and Supplies	17/06/2024		Unity - Current		Cleaning Materials	Hugh Crane Cleaning Mate	S	133.10	26.62	159.72
71 Waste	17/06/2024		Unity - Current		Waste	URM (UK) Ltd	S	32.00	6.40	38.40

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Hemsby Parish Council

17 June 2024 (2024-2025)

PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
Total								7,954.55	459.31	8,413.86