

## CAISTER-ON-SEA PARISH COUNCIL

12<sup>th</sup> October 2020

Online meeting at 1900 hrs.

Following the introduction of new legislation, (The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020), which took effect on 4<sup>th</sup> April 2020, this Parish Council meeting was a virtual meeting held online and members of the public can join the meeting online via ZOOM

**PRESENT:**    **Councillor** A Baker (in the chair)  
  R Coe, J Fearnley, D Godbolt, P Hammond, B Herring, C Kirk,  
  P Sleet, R Wilkinson and K Wood  
**Borough Councillors** G Carpenter and P Carpenter

1 Parishioner in attendance (Joshua White)

### 20    **APOLOGIES FOR ABSENCE**

Apologies for absence were received from:

**Councillor** M Clifford, B Davis and B Lawn

**Borough Councillor** M Bird – another commitment

### 21    **DECLARATION OF INTEREST**

None

### 22    **PARISHIONERS FORUM**

None

### 23    **MINUTES**

The minutes of the previous meeting held on 3<sup>rd</sup> August 2020 were proposed by Councillor B Herring, seconded by Councillor J Fearnley, agreed by all members present and signed by the Chairman.

### 24    **CLERK'S REPORT**

The Clerk had circulated a report to all Councillors in advance of the meeting and posted it on the website : *Contents Noted*

- **Footpath Ormesby Road**

Awaiting reply from NCC Highways re widening of footpath from Braddock Road to Haven Holiday Centre

- **Safety Cameras, High Street**

Awaiting reply from NCC Traffic Manager regarding installing Safety Cameras on pedestrian crossing in the High Street

- **Waste Bins**

Awaiting reply from Environmental Health Dept. regarding placing Refuse Bins on Yarmouth Road near Bus Stop opposite Tesco and Mallards Estate

- **Annual Return**

The AGAR Annual Return has been forwarded to PKJ Littlejohn External Auditors

- **Shop 1b Yarmouth Road**  
5 applicants interviewed, Mrs Catherine Larter selected and took up Lease with effect from 01.10.2020
- **Bus Shelter**  
New shelter on Yarmouth Road opposite Tesco now completed
- **Signs at Cemetery** have been amended, also new sign at Allotments ‘Parking for Allotment holders only’ has been installed
- **Caister In Bloom**  
The group now have use of Allotment 1X at Ambrose Road
- **Hall floor**  
Temporary repair carried out, but floor has now risen in many different places, Contractor has suggested replacing the floor with Karndean Gerflor creations 70 LVT Flooring, (Colour to be confirmed) estimates being obtained

## 25 CEMETERY MATTERS

- a) **Tool Shed Doors**  
One estimate obtained, awaiting further estimates, matter being referred to Finance Committee : *Noted*
- b) **Viking Invoice**  
Approval sought for payment of above Invoice of £122.88 : *Approved*
- c) Exclusive Right to Burial Nos. 1490, 1491, 1492, 1493 and 1494, were signed by the Chairman : *Noted*

## 26 PLANNING MATTERS

- |              |   |
|--------------|---|
| 06/20/0434/F | Two storey & single storey rear & side extensions. Re-roof with accommodation in roof space at 33 St. Julian Road, Caister NR30 5BZ : <i>No Objection</i> |
| 06/20/0435/F | Retrospective application for proposed timber BBQ hut in rear garden at 1 Purslane Drive, Caister NR30 5BQ : <i>No Objection</i>                          |
| 06/20/0436/F | Proposed rear extension and alterations at 5 Longfellow Road Caister NR30 5RG : <i>No Objection</i>   |
| 06/20/0437/F | Proposed installation of upgraded telecommunications equipment to mast at Telecommunications Site Pump Lane, Caister, NR30 5TE : <i>No Objection</i>      |

## 27 ACCOUNTS

- a) **Endorse Accounts paid in September during pandemic** : *Agreed by all members present and signed by the Chairman accordingly*

b) **ACCOUNTS** October - recommended for payment

<b><u>ACCOUNTS FOR PAYMENT 12th OCTOBER 2020</u></b>				
<b><u>HALL ACCOUNT</u></b>		<b><u>NETT</u></b>	<b><u>VAT</u></b>	<b><u>GROSS</u></b>
Caretaker	Salary to 30.09.20	695.27		695.27
E-on	Electricity - Direct Debit	55.25	<u>2.75</u>	58.00
Anglian Water Business	Water and Sewerage charges 16.03-11.06.2	47.09		47.09
The Post Office	Clear balance on electricity key card	29.00		29.00
Mr K Martin	Repairs to Hall floor	530.00		530.00
Came & Company	Property Insurance	867.50		867.50
Clerk	1/20th Salary to 30.09.20 + 5 months back p	<u>80.98</u>		<u>80.98</u>
		<b><u>£2,305.09</u></b>	<b><u>£2.75</u></b>	<b><u>£2,307.84</u></b>
<b><u>GENERAL ACCOUNT</u></b>				
Clerk	Salary to 30.09.20 + 5 Months back pay	1,619.52		1,619.52
	Expenses	26.00		26.00
	Tel. rental + calls September	22.50		22.50
Assistant Clerk	Salary to 30.09.20 + 5 months back pay	617.24		617.24
British Telecom	Telephone/Broadband 738474	52.99	10.59	63.58
Restore Datashred	11 x bags Confidential shredding	56.00	11.20	67.20
Bendart Ltd.	Printing 500 copies of Village Magazine	398.00		398.00
PFMC	1/2 Year Grant	1,275.00		1,275.00
Fasthosts Internet Ltd	Hosting Website - 05.09.20-05.10.20	10.00	<u>2.00</u>	12.00
Came & Company	Public Liability Insurance	1,229.09		1,229.09
Inland Revenue	PAYE Contributions	<u>477.08</u>		<u>477.08</u>
		<b><u>£5,783.42</u></b>	<b><u>£23.79</u></b>	<b><u>£5,807.21</u></b>
	<b><u>Grand Total</u></b>	<b><u>£8,088.51</u></b>	<b><u>£26.54</u></b>	<b><u>£8,115.05</u></b>
<b><u>INCOME</u></b>				
Interest	£ 1.86			
Recharge Cemetery a/c	£ 394.82			
Lettings	£ 21.00			
Advert Magazine	£ 30.00			
Precept	£ 54,866.00			
Accounts prepared by RFO	.....E Dyble			
Invoices checked by	.....B Herring			
Approved by Full Council	.....A Baker - Chairman			
	.....K Wood			

Accounts proposed by Councillor J Fearnley, seconded by Councillor R Coe, agreed by all members present

Accounts prepared and signed by RFO - E Dyble

Invoices checked and signed by - Councillor B Herring

Accounts signed by - Councillors A Baker and K Wood

## 28 CORRESPONDENCE

- a) **MR ROB OSGERBY** – informing that he is moving to 1 Ormesby Road, Caister NR30 5JY and requesting information on the pavement outside the house in question.  
You will see from the attached photo courtesy of Google there is currently no pedestrian pavement outside the address. (By the for-sale sign).  
<https://www.instantstreetview.com/@52.650648,1.724026,261.49h,-23.51p,0.16z>  
Obviously there is a safety aspect to there being no pavement but it also seems to be the reason that Virgin Media cannot provide him with cable services at that address whereas they can at number 7, just three doors away.  
He asks if council have looked at this before? and is asking whether creating a pavement, may be down as far as Church Close, is something that can be considered? : *Matter referred to NCC Highways*
- b) **MR CHRIS CHADWICK** - requesting removal of the double yellow lines outside his property at 110 Yarmouth Road to enable him to drop the curb and convert his front garden into parking spaces. Many of his neighbours (in fact all of them he thinks have already done the same thing) : *Matter referred to NCC Highways*
- c) **MR ROBERT SHEPHERD** - regarding sink hole outside his property (see attached email) : *Matter referred to NCC Highways*

### The Following have been circulated

- a) **NCC CHILDRENS SERVICES** - erection of single storey 6 class base unit with associated outside space and extension to car park at John Grant Special Needs School, St Georges Drive, Caister
- b) **EAST ANGLIAN AIR AMBULANCE** – Celebrating 20 years of saving lives, together!
- c) **NORWICH WESTERN LINK** – informing that the Consultation period is due to close at midnight on Sunday 20<sup>th</sup> September
- d) **LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND** – have your say on division boundaries for Norfolk County Council
- e) **JAMES PAGET UNIVERSITY HOSPITAL** – forwarding the following:
- i) Briefing sheet following Council of Governors meeting September 2020
  - ii) Update on what the NHS in Norfolk and Waveney is doing to respond to coronavirus (16<sup>th</sup> September 2020)
- f) **NORFOLK CONSTABULARY** - Great Yarmouth Cluster Newsletter August 2020
- g) **NORFOLK COUNTY COUNCILLOR P CARPENTER** – informing that the Norfolk Adoption Service joins New National Campaign to Encourage More People to Consider Adoption
- h) **RURAL SERVICES NETWORK** forwarding copies of their:-
- i) Rural Bulletin - 2<sup>nd</sup>, 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup> and 29<sup>th</sup> September 2020
  - ii) Rural Funding Digest & Government Consultations September
- i) **NALC**
- i) Chief Executive’s Bulletin 10<sup>th</sup>, 16<sup>th</sup> and 23<sup>rd</sup> September
  - ii) Norfolk Alc Wellbeing:
    - Lockdown Litter
    - Encouraging all Town and Parish Councils in Norfolk to Work Together, Particularly in Promoting Wellbeing, and to take a Unified, “One Powerful Voice”, Approach to Planning
    - What does a 600 tonne Carbon Footprint actually mean?
    - Webinar for Coastal Parishes in Norfolk and Suffolk on the Adaptation Supplementary Planning Document
    - Spooky Tips to Save Food Waste

- Help to Manage Finances and Avoid Scams for People at Risk and Those Who Support Them

: *All above circulated documents noted*

**29**     **FACEBOOK UPDATE - DURING LOCKDOWN**

**Cllr. K Wood** reported that During September we reached 21,800 people and had 207,000 hits which equates to 6,900 a day keeping people updated and trying to keep them smiling with pictures : *Noted*

**30**     **CHRISTMAS EVENTS**

**Cllr. K Wood** reported that Light Up Christmas at the Council Hall had been cancelled but that trees and lights would still be placed around the village as normal. He requested an estimated £750.00 for the trees and any replacement lights that are required. Volunteers from Councillors in groups 6 for fixing the Christmas decorations around the village are requested. Will be contacting Councillors via email for these : *Agreed £750.00 be allowed for trees and lights*

**31**     **ZIP WIRE**

**Cllr. K Wood** proposed, seconded by Councillor B Herring and agreed by all members present that Council ask for donations from Parishioners towards a Zip Wire costing approximately £7,500 for children of the village. Council already hold £2,200 towards this from the cancelled 2020 Carnival event so a further £5,300 would be required : *Approved*

**32**     **SIGNS NORTH CAISTER**

**Cllr. K Wood** reported that the signs for the Dunes at North Caister are in hand : *Noted*  
**Cllr. J Fearnley** informed that the ‘No Overnight Camping’ sign at the bottom of Braddock Road has been damaged : *Noted, Borough Councillor G Carpenter agreed to inspect and report to GYBC*

**33**     **MEMORIAL SEAT**

**Cllr. P Sleet** proposed, seconded by Councillor B Herring and agreed by all members present that given the sterling service given to this village and it’s community by Derek George, who sadly passed away in the summer, that approval be given for the Council to commission a dedicated Slate bench in his honour. The suggested position was the War Memorial site replacing one of the old wooden benches.  
 Chairman reported that the Clerk had got a quote for a seafaring example costing £1,100 .  
 Councill Kevin Wood asked if Council could ask our 4 Ward Councillors if they have any funds that they could put towards it.  
 Borough Councillor Penny Carpenter informed that the Ward Councillors have allocated and already paid for 2 large items for the Senior school and Federation school and have no further money in the kitty.  
 Councillor R Wilkinson informed that Caister in Bloom are quite happy to dedicate the tower outside the Police station to Derek George as well and they already have approval from his Widow, if Council dedicates a bench they also have to get approval from his Widow : *Above be noted, Councillor P Sleet to obtain quotes and samples of suggested benches, not to exceed £1,150 to bring to next Finance Committee meeting*

**34**     **HEDGE- WEST ROAD**

**Cllr. P Sleet** proposed Council instructs the site owner of the old Police Station perimeter hedging to get this cut this back, with some urgency, as it is now a serious hazard for pedestrians and motorists as it is obstructing clear views from West Road on to the northern High Street : *Noted, matter be referred to NCC*

**35**    **AGENDA ITEMS OF NEXT MEETING**

None : *Noted*

**36**    **DATE OF NEXT MEETING**

The date of the next meeting will be on Monday 7<sup>th</sup> December 2020 will be via ZOOM at **1900 hrs.**

**37**    **CLOSURE OF MEETING**

The meeting ended at 1959 hrs.

**Chairman:**

**Date:**