

Minutes of **CAISTER-ON-SEA** **PARISH COUNCIL MEETING**

Held on Monday 25th January 2021 at 1900 hrs.

This meeting was held virtually under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 via ZOOM.

Present: **Cllr.** A Baker (in the chair)
Cllrs. R Coe, J Fearnley, D Godbolt, C Kirk, B Lawn, P Sleet, R Wilkinson and K Wood
One member of the Public

55 Apologies for Absence

Apologies for absence were received from:

Cllrs. M Clifford - Health problems

B Davis - No Zoom

B Herring

Borough Cllrs. G and P Carpenter

56 Declaration of Interest

None

57 Parishioners Forum

- a) Cllr. P Carpenter gave a brief report to members on matters which NCC and GYBC have been dealing with over the past few months during lockdown : **Noted**
- b) Cllr. G Carpenter informed that GYBC have a hit squad who can help in tidying up areas around the village, if Council have a situation which they are not getting anywhere with please contact him and he will be more than happy to take it up on our behalf : **Noted**
- c) Request received from Mr Lappin, Station Manager of National Coastwatch in Caister for permission to operate (on a temporary basis) from a Mobile Watch Station and have identified a location at the North End of the 2nd Avenue Car Park as being most suitable. National Head-office have offered to provide such a unit, which has a footprint of about 3m x 2m.

The location chosen does not impinge on the sight lines of any local residences. If the application is accepted they would wish to also have permission to park two cars for the use of 'on-watch' Watch-keepers during the hours of operation.

They had previously applied to GYBC for permission but were advised that the area (2nd Avenue Parking) was under the jurisdiction of the Parish Council, hence applying to ourselves. After discussion it was Proposed by Cllr. K Wood, seconded by Cllr. R Coe and agreed unanimously for the temporary mobile unit to be placed at the Northern end of 2nd Avenue Car Park : **Resolved Mr Lappin be informed accordingly**

58 **Minutes**

The minutes of the previous meeting held on 7th December 2020 were proposed by Cllr. K Wood, seconded by Cllr. R Wilkinson, agreed by all members present and signed by the Chairman.

59 **Clerk's Report**

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

a) Footpath Outside 1 Ormesby Road, Caister

NCC Reply - Not all the verge is highway land here, some is private. It would not be practicable and cost effective to construct a footpath for such a limited section.

There is currently a footway provision on the Eastern side : **Noted**

b) Safety Cameras, High Street – **awaiting reply**

c) Waste Bins – Yarmouth Road and Mallards Estate – **awaiting reply**

d) Installing Yellow Lines Lacon Road

NCC Reply - The current Traffic Regulation Order (Waiting Restrictions) along Lacon Road came into operation in November 2011, and this would have been following consultation with the Parish Council. I'm afraid that we no longer promote Traffic Regulation Orders (TRO) across the county in these circumstances due to the prohibitive cost of such measures.

Following funding pressures in recent years, the NCC Traffic Management Programme no longer exists as of January 2016. Traffic Regulation Orders can cost in the region of £6k - £10k and take 9 - 12 months to complete on the ground. As such there is little or no scope for the provision of Traffic Regulation Order backed proposals other than:

* As part of wider parking management schemes, which are subject to funding availability, i.e., Resident Permit Parking Zones/Pay and Display areas.

* Locations where there are personal injury accident records (PIAs) and the cause of collisions supports the requested change. We automatically record those sites through information collated by the Police.

* There is a change to parking arrangements linked to a new development which would fund new restrictions as part of the planning approval process.

Like with most parking, if a further TRO were Implemented within this specific area, it generally tends to move the problem somewhere else. A TRO would also impact those immediate frontage residents as they would no longer be able to park outside their properties. I am not sure if they have suitable alternative locations.

Whilst the concerns held are appreciated, there is in fact little evidence to support the perception that the road is particularly dangerous : **Noted**

e) Removal of Yellow Lines outside 110 Yarmouth Road

NCC Reply - Double yellow lines cannot be removed without the legal Traffic Regulation Order being revoked through the due process of consultation with all concerned. The costs (£5k - £6k) of this would have to be paid for privately by the resident. However, a dropped kerb can still be applied for even with these present through the normal channels. This is something that I do not get involved with.

Information can be found online under pavements -

<https://www.norfolk.gov.uk/roads-and-transport/roads/road-maintenance/pavements>

: **Noted**

- f) Widening of footpath between Braddock Road and Haven Holiday Centre on East side of Ormesby Road
NCC Reply - The footpath has been Installed with kerb edgings, and overtime it has overgrown the edges. I think the first Initial step would be to side out/cut back the footpath on both sides to expose the full width. This can be carried out by the Highway Rangers over the winter months, and I will ensure that this is programmed accordingly : **Noted**
- g) Memorial Bench for Derek George – this has been ordered : **Noted**

60 Cemetery Matters

- a) Assistant Clerk reported that over the past year increased enquiries for family history and genealogy requests had been received which are not charged for at the present time. On making enquiries from other Parish Councils and the Crematorium it was found that a charge is usually made for such requests. With regard to this and to get income into the Cemetery Account a suggestion is that perhaps Council would like to follow suit and charge for such enquiries, i.e., £25 per Burial Register enquiry. A form has been devised, which is very similar to that on the Crematorium website, this could be sent to the enquirer together with an Invoice if they were happy to go ahead with the enquiry. A more professional attitude as a way of raising funds for the cemetery.
 After discussion it was Proposed by Cllr. R Wilkinson seconded by Cllr. B Lawn and agreed by all members present that a charge of £25 be adopted for each Burial Register enquiry : **Resolved Charge of £25 per Burial Register request for genealogy be adopted**
- b) Exclusive Right to Burial No. 1495 was signed by the Chairman : **Resolved this be noted**

61 Planning Matters

06/20/0644/F Corner Farm Erection of single storey garage and
 West Road office/gym
 West End
 West Caister, NR30 5ST

: **No Objection**

62 Accounts – January 2021

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

HALL ACCOUNT		NETT	VAT	GROSS
Salaries	Salary to 31.12.20	807.86		807.86
E-on	Electricity - Direct Debit	55.25	2.75	58.00
D L Gunton	Window cleaning 28.12.20	20.00		20.00
Rix Petroleum	1600 Litres Heating Oil	575.64	28.78	604.42
Anglian Water Business	Water/Sewerage Charges 12.12.20	70.08		70.08
		£1,528.83	£31.53	£1,560.36

<u>GENERAL ACCOUNT</u>				
Salaries	Salary to 31.12.20	1,929.53		1,929.53
	Expenses	52.00		52.00
	Tel. rental + calls December	22.50		22.50
British Telecom	Telephone/Broadband 738474	52.99	10.59	63.58
Fasthosts Internet Ltd	Hosting Website - 05.12.20-05.01.21	10.00	2.00	12.00
Caister In Bloom	Attending War Memorial Site	20.00		20.00
Bendart Ltd.	Printing of A5 Newsletter	470.00		470.00
Inland Revenue	PAYE Contributions	405.64		405.64
		£2,962.66	£12.59	£2,975.25
<u>LIGHT UP CAISTER</u>				
Tesco	Batteries for Lights	8.33	1.67	10.00
	Grand Total	£4,499.82	£45.79	£4,545.61
<u>INCOME</u>				
Interest	£ 2.16			
Advert Newsletter	£ 30.00			
Re-charge Cemetery a/c	£806.98			
NCC Partnership Scheme				
Bus Shelter	£ 2,492.50			
Cllr. P Carpenter Donation				
Bus Shelter Base	£ 500.00			

Accounts proposed by Cllr. R Wilkinson, seconded by Cllr. R Coe, agreed by all members present

Accounts prepared and signed by RFO - E Dyble

Invoices checked by - Cllr. R Coe

Accounts signed by - Cllr. A Baker and K Wood

- b) Clerk presented a copy of the Reconciliation Statement report to 31st December 2020 for information
Proposed by Cllr. B Lawn, seconded by Cllr. K Wood, agreed by all members present

63 Correspondence

- Electoral Services Officer - GYBC**

Police & Crime Commissioner and Norfolk County Council Elections – Thursday 6th May 2021

Council Hall, Yarmouth Road, Caister referring to the forthcoming Police and Crime Commissioner and Norfolk County Council elections which are due to be held on Thursday 6th May 2021 and would be grateful if a booking could be made to use the above premises as a Polling Station for these elections.

Obviously, this year there will be extra challenges to face and to assist with our plans, they would be grateful if we would complete and return the attached enquiry form as soon as possible.

For information, The Health Protection (Coronavirus Restrictions) (all tiers) (England) Regs 2020 removes the restriction on closure of premises that are to be utilised as polling stations in May 2021.

They would also like to confirm that Government guidelines will be followed during the opening of premises on Polling Day to ensure public safety. In this respect if you have any questions please do not hesitate to contact me.

Use of Council Hall for Elections was Proposed by Cllr. K Wood, seconded by Cllr. R Coe and agreed by all members present : **Agreed**

- **Resident Arnold Avenue** - reporting a drastic increase in dog fouling along the walkway and beach at Second Ave Caister, they witnessed a dog fouling, the owner bagged the faeces then threw the bag into the dunes and carried on walking, says the problems have got loads worse since the lockdown and there are lots of black bags containing faeces along the walkway and along the dunes where people just cannot be bothered to put the waste in the bins provided
- **Environmental Rangers** advised that they would make themselves visible when they are in the area but unfortunately they are working with reduced capacity due to COVID-19 re-deployment. Cllr. K Wood suggested getting more signs to be placed at Second Avenue Caister re Dog Fouling, he would be obtaining quotes for the signs and report to Parish Clerk : **Noted**

The Following have been circulated

- a) **James Paget University Hospital** – forwarding their Briefing sheet following Council of Governors meeting December 2020
- b) **Norfolk Constabulary** - Great Yarmouth Cluster Newsletter December 2020
- c) **Norfolk Parishes Training Partnership**_– forwarding information on their up-and-coming Training events for 2021
- d) **Broadland Futures Initiative** – Newsletter and Community Engagement Update
- e) **Rural Services Network** forwarding copies of their:-
 - i) Rural Bulletin - 12th and 19th January 2021
- f) **Norfolk ALC Wellbeing** forwarding various documents for information
6th, 12th, 16th, 17th and 20th January 2021

64 Caister Community Association

E-mail forwarded to Cllr. R Wilkinson from Secretary, CCA requesting permission for the Community Association to install cycle racks in front of the Community Centre for anybody to use at any time, he informed the Association that although he was in favor of it, he would put the request before the next Parish Council meeting, the email also mentioned increasing car park space at the Centre and removing the picture of the Lifeboat on the front of the building.

Chairman stated that both sides, the CCA and CSC had been sent a copy of the Lease so that they both understand what they can and cannot do, one of the things is alter the building in any way, that includes the outside fabric of the building.

Parish Council cannot do anything at the present time until both parties have sorted out their differences. Council has no representative on the Charity at the present time as the original Constitution has been discarded and a new one put in place where there is no space for Parish Council or any other organisation, that was an

illegal move, to change the Constitution, consultation and an AGM should have been called. Council cannot do anything until a reply has been received from the Charity Commission : **Noted**

65 S137 Money

Cllr. R Coe presented a shortened document from NALC one is a statutory document the other is for the Management side. Cllr. R Coe to spend two weeks putting a pack together with a discussion document, send copy to each Cllr. so they can participate and give their opinions. 3 Cllrs. could then get together as a Working Group to discuss all opinions and bring results back to Council : **Noted**

66 Facebook Update

Cllr. K Wood reported that during December/January Council reached 228,000 hits 21,000 people and 3,351 likes. In December a single post reached 17,530

Top posts

COVID-19 posts 3,600, and 5,900 hits

New year post 3,800

Christmas post 4,200

Lifeboat post Father Christmas 5,100

Seal post 7,600

Flowers 4,000 and 3,800

School Closures 6,800

Christmas lights 9,500

Church lights 7,400

Facebook continues to go from strength to strength

Chairman proposed a vote of thanks for Rob Batchelor and his workmen for getting the lights placed on the lamp posts through the High Street for the Christmas period, also all the Cllrs. who helped with the Christmas trees placed around the village :

Noted

67 Cycling on Pavements

Cllr. P Sleet proposed, seconded by Cllr. R Wilkinson and agreed by all members present that a letter be forwarded to the Great Yarmouth Police Superintendent regarding cycling on pavements during the day, also at night without lights : **Letter be forwarded accordingly**

68 Agenda Items for Next Meeting

Cllr. P Sleet – Proposal to purchase Exterior Coloured Lights for outside Council Hall

Cllr. J Fearnley – Propose Council review where we are now with the Parish Newsletter

Cllr. J Fearnley – Propose the purchase of a suitable Laptop to record the Speed Data information

: **Noted**

69 ***Date of Next Meeting***

The date of the next meeting will be on Monday 8th March 2021 via ZOOM **at 1900 hrs.**

70 ***Closure of Meeting***

The meeting ended at 2000 hrs.

Chairman:

Date: