

CAISTER-ON-SEA PARISH COUNCIL

4th October 2021

A meeting of the **PARISH COUNCIL** was duly convened and held at the Council Hall at 1830 hrs.

Present: Cllr. A Baker (in the chair)
Cllr. K Wood (Vice Chair)
Cllrs. R Batchelor, M Clifford, R Coe, B Davis, J Fearnley, D Goldbolt, P Hammond, B Herring, C Kirk, B Lawn and P Sleet

3 Parishioners present

84 Apologies for Absence

Apologies for absence were received from:

Cllrs: R Peasgood – another commitment
J White – another commitment
R Wilkinson – another commitment
Borough Cllrs. M Bird – family commitment
G Carpenter – Ill
P Carpenter – ill

Representatives from Anglian Water were in attendance: Ms Claire Hickey
Mr Jamie Pizey
Mr Grant Tuffs

A lengthy discussion took place and the representatives answered many questions of which a list is attached for information.

85 Declaration of Interest

None
: **Noted**

86 Parishioners Forum

Parishioner requested a waste bin to be placed on Mallards Estate close to the field at the rear, also requested a Road Sweeper for the area as the roads had not been swept for a very long time : **Resolved letter be forwarded to the Environmental Health Officer accordingly**

87 Minutes

The minutes of the previous meeting held on 6th September 2021 were proposed by Cllr. P Hammond, seconded by Cllr. R Coe agreed by all members present and signed by the Chair.

88 Cemetery Matters

1) ICCM Exclusive Right of Burial

Caister Funeral Care Co-op asked if Council can re issue, for another 75 years (at a charge), an Exclusive Right of Burial? For example, a transfer which has arisen

recently expires 100 years from 28 November 1927. The ICCM informed that it does happen and is permissible, but the decision must be taken by the Parish Council. After discussion it was : **Proposed by Cllr. P Hammond, seconded by Cllr. B Davis and carried by all members present to adopt the ICCM rule to extend the ERB**

II) **Exclusive Right to Burial No. 1501 : Signed by the Chair**

89 Planning Matters

Applications for consideration on 4th October 2021

06/21/0622/F	2 Shannon Drive Caister NR30 5UE	Proposed single storey side extension and detached Outbuilding
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No Objection

06/21/0783/F	Stable Block 2 The Paddocks Back Road West Caister NR30 5SX	Retrospective renewal of pp.06/13/0511/F – retention of stable block
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No Objection

06/21/0803/F	128 Yarmouth Road Caister NR30 5BT	Variation of condition 2 or pp. 6/21/0340/F – (demolition of bungalow and garage; construction of new bungalow and detached garage as approved 25.06.21) – change of design from hipped to gable roof at
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No Objection

Planning Permission Granted by GYBC

Application ref	Applicant Address	Description
06/21/0567/F	23 Saxon Gardens Caister NR30 5AH	Single storey rear and side extensions
06/21/0600/F	17 Greenhill Avenue Caister NR30 5NY	Sub-division and construction of one chalet bungalow
06/21/0107/F	Norfolk Constabulary Police Station 53 High Street Caister	Redevelopment of site to include 2 pairs of 4-bedroom houses and 1 pair of 3-bedroom houses. Demolition of existing single detached house and Conversion and change of use of main Building to create 2 no. 2 bedroom Flats and 2 retail shops at ground Floor

90 Reports from Councillor's of meetings attended in

Cllr. P Sleet - Playing Field Management Committee meeting attended 15th September 2021 - **Noted**

Cllr. K Wood - Environmental Committee attended 22nd September 2021 - **Noted**

Cllr. K Wood - Parishes Liaison Committee meeting attended 27th September 2021 – **Noted**

Cllr. K Wood - Caister Carnival meeting attended 27th September 2021 - **Noted**

Mrs S Wilkinson – Report of PPG meeting attended 30th September 2021 - **Noted**

91 Accounts for Payment 4th October 2021

HALL ACCOUNT		NETT	VAT	GROSS
Salaries	Salary to 30.09.21	942.49		942.49
E-on	Electricity - Direct Debit	21.90	1.10	23.00
D L Gunton	Windows cleaned 07.09.21	20.00		20.00
Mr Plummer	Repairs to leaks in Gents toilet	69.00	13.80	82.80
Came & Company	Property Insurance	904.14		904.14
Kando Supplies	Soap Dispensers + Hand Sanitiser	<u>102.78</u>	<u>20.56</u>	<u>123.34</u>
		£2,060.31	£35.46	£2,095.77
GENERAL ACCOUNT				
Salaries	Salary to 30.09.21	1,938.15		1,938.15
	Expenses	26.00		26.00
	Tel. rental + calls September	22.50		22.50
British Telecom	Telephone/Broadband 738474	57.61	11.52	69.13
Fasthosts Internet Lt	Hosting Website - 05.09.21-05.10.21	10.00	2.00	12.00
Caister In Bloom	Attending War Memorial Site Septemb	20.00		20.00
PKF Littlejohn LLP	External Audit 2020/21	400.00	80.00	480.00
Came & Company	Public Liability Insurance	1,253.85		1,253.85
B & Q	Weedkiller	32.50	6.50	39.00
CG Graphics	Banner	230.00		230.00
Broxap	Double Bay Noticeboard	2,275.00	455.00	2,730.00
Printerland	Xerox Toner Cartridges	377.97	75.59	453.56
Discount Displays	Windjammer Pro A1 Pavement Sign	117.70	23.54	141.24
Parcel2Go	Return Windjammer Pro A1	24.08	4.82	28.90
Ebay	A2 Waterbase Pavement Poster Sign	58.32	<u>11.67</u>	69.99
Inland Revenue	PAYE Contributions	<u>436.17</u>		<u>436.17</u>
		£7,279.85	£670.64	£7,950.49
CINEMA				
Amazon	DVD	6.66	1.33	7.99
Amazon	DVD	8.32	1.67	9.99
Mr P Sleet	Tickets Children's Christmas Show	<u>34.53</u>	<u>6.90</u>	<u>41.43</u>
		£49.51	£9.90	£59.41
	Grand Total	£9,389.67	£716.00	£10,105.67
INCOME				
Interest		£2.50		
Re-charge Cemetery		£403.49		
Lettings		£581.40		
Rent		£275.00		
Advert Newsletter		£30.00		

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

Accounts prepared and signed by RFO - E Dyble

Invoices checked by - Cllr. B Herring

Accounts signed by - Cllr. A Baker and K Wood

92 Correspondence

- a) **NPLAW** – informing that on 14th April 2021 Great Yarmouth Borough Council made a TPO 6 of 2021 – trees on land west of Pump Lane, Caister on Sea, Great Yarmouth. The Council have considered whether or not the Order should be confirmed and in doing so have taken into consideration any representations received. The Council decided on 10th September 2021 to confirm the Order without modification, following the decision the Order was confirmed on 14th September 2021. They enclose a copy of the confirmed Order and Officer Report for our records : **Noted**
- b) **Caister Youth & Community Centre** – informing that the computer tower which was on loan to the temporary Youth Club Secretary has now been returned. Unfortunately, it is in a state of disrepair. They ask if Council would like them to dispose of it, if so, it will need deleting from our Asset Register : **Council agrees for Youth Club to dispose of and remove from Asset Register**
- c) **GYBC** – informing that they are working with Tetrattech, Active Norfolk, Sport England and a series of National Governing Bodies of Sport (including the FA / Football Foundation / Norfolk Cricket Board / RFU / LTA / England Hockey) to produce a Playing Pitch and Outdoor Sports Strategy. The document will evaluate the adequacy of provision for each sport and identify the key priorities for improvement. The strategy is an essential document for the Council and it will help to support our understanding of the key issues in relation to sport and physical activity, as well as to provide an evidence base for the Local Plan. The assessment will take into account all facilities (including private sports club sites and education facilities, as well as those owned and managed by Parish Councils), not just facilities owned and managed by Great Yarmouth Borough Council. To ensure that the strategy accurately identifies all facilities that are provided, as well as the needs of residents in each Town / Parish, they wanted to make Council aware that Tetra Tech will shortly be issuing a short consultation questionnaire to all Parish Clerks. They would appreciate it if Council could spend a few minutes of their time when the document arrives to accurately complete it to ensure that their evidence base is robust and presents a full picture of need across Great Yarmouth : **Noted**
- d) **GYBC Health & Safety Officer** – informing that she carried out an investigation into a fatality that occurred to a Mr Rode (A volunteer at Coastwatch) near the Coastwatch Station premises. As part of this investigation, she was asked to submit a report to the Norfolk Coroner. In this report she identified the incident took place on the Marram dunes near the car park on Second Avenue which according to the property department of GYBC is currently owned and managed by the Parish Council.

It appears that Mr Rode was strimming this area when he fell down the bank. She has subsequently recommended to the Coroner that as the land is owned by the parish they should make arrangements for this area to be strimmed on a regular basis. This is because as the grass grows it obscures visibility down the beach from the National Coastwatch hut.

She would therefore be grateful if the Parish Council could arrange for the bank to be cut on a regular basis while the hut remains in its current temporary location.

Any person who takes on this role must be competent to do so and she would recommend that Council obtains a risk assessment from them that identifies how this work will be completed safely : **Noted, bank is part of the sea defences therefore the responsibility of GYBC**

- e) **NCC** – regarding a Lasting Memorial for every Town and Parish Council. The work of communities across the county, which pulled together in the challenging times of the pandemic, is being recognised with a lasting memorial. Lady Dannatt, Her Majesty’s Lord-Lieutenant for Norfolk, has commissioned a plaque for every parish and town council in the county using the design skills of Ruby Douglass and the wording from a team of Norwich’s National Centre for Writing. Lady Dannatt said “Many of the Deputy Lieutenants in Norfolk experienced at first hand the work of their local community during the height of the pandemic. A small group of them came together for this project and have worked through every stage to this point where every parish and town council can now receive their plaque and she is very grateful for their time and commitment”. Deputy Lieutenants closest to each parish or town will distribute the plaques over the coming months : **Noted, Plaque applied for the Village**
- f) **Caister Youth Club Chairman** – informing that on 16th September they gave 2 months notice to Revolutionary Roots to part company ; their intention is to set up a professional Caister Youth Club once the notice period is over, they are planning to move to the old ATC hut and involve schools, the princes trust , many organisations and create not only a Youth club but an activity centre to benefit the whole of the parish. In the mean time they will continue with the Auctions to build some much-needed funds : **Noted**
- g) **Caister Vets** – informing that over the last 4 years they have outgrown the building they are in and are currently searching other options in the Caister area to still provide a good service. They ideally would like to stay within the village but options for them have been very limited, one of their staff members suggested the disused land at the old Youth Centre located on Yarmouth Road may be a potential site. They asked if Council would sell the land with the view for the to build a brand-new Veterinary Practice and move from their current location on Ormesby Road, providing a bigger car park that will be safe and relocated away from the schools : **Noted, land cannot be sold for at least 4 years as NCC have a clawback on the land, Vets to be informed accordingly**
- h) **Resident St Julian Road** – informing that in order for most cars to turn around past Links Close, they have to reverse up the road and into the Links Close junction. This causes additional problems in itself, especially when there are cars parked on

the junction or there are cars coming out of Links Close.

It can be extremely difficult for delivery drivers and is often brought up as an issue when talking with them. I often wonder how difficult it would be if an emergency vehicle needed to get down the road. There have been times when cars have had to come to a standstill as people have had nowhere to manoeuvre their vehicles to get out of the way. This has personally affected me, as it has been identified as an issue when trying to sell our property.

I do not understand how a road like this does not have a turning area, especially when all neighbouring roads do (Links Close and Fairway). I assume that most residents have just accepted that there is nothing that could be done.

However, since consulting the highways department at Norfolk County Council, they have advised me that this is something that can be addressed with the local Parish and Borough Council and a case can be brought forward.

I would appreciate your thoughts on this issue and what steps need to be taken in order for this issue to be addressed : **Resident be informed that unfortunately Parish Council have to no authority on roads but can only forward their request onto Norfolk County Highways department for attention**

- i) **NCC** – informing that the 2021 Household Hazardous Waste Days for Caister Recycling Centre are **Saturday 9th and Sunday 10th October 9am-4pm** each day : **Noted**

The Following have been circulated

- a) **East Anglian Air Ambulance** – informing of their Annual Roadshow on Thursday 14th October 6.00pm-7.15pm Online or at their Norwich HQ, Helimed House (limited availability)
- b) **Norfolk Constabulary** - Great Yarmouth Cluster Newsletter September 2021
- c) **Rural Services Network** - forwarding copies of their:-
Rural Bulletin - 7th , 14th , 21st September for information
- d) **Norfolk Alc** i) Bulletin's 21st and 30th September 2021
- e) **NCC** – Briefing Notes – 9th and 23rd September 2021
- f) **Norfolk Alc Wellbeing** forwarding various documents for information
19th , 23rd and 25th September 2021

All above circulated documents Noted

93 Caister In Bloom

Chairman informed that there was an issue with the ladies attending the War Memorial site and Caister in Bloom and suggested that Council agrees to the plan mediated by Cllr. K Wood and allow the maintenance of the War Memorial site to be taken over by the splinter group which no longer belong to Caister in Bloom organisation. Splinter group to purchase plants etc. for the site and pass on receipts to the Clerk for payment. It was proposed by Cllr. K Wood, seconded by Cllr. R Coe and agreed by all members present : **Noted**

94 Refuse Bins

Cllr. K Wood informed that complaints have been received from residents regarding the smell of some public bins across the village and on checking found that the bases under many of the bins are not cleaned and pose a Health & Safety issue. After discussion it

was proposed by Cllr. K Wood seconded by Cllr. R Coe, agreed by all members present for a letter to be forwarded to the Head of Environmental Services, GYBC to investigate : **Letter be forwarded accordingly**

95 Social Media Update

Cllr. K Wood reported that during the month of September we reached 17,800 people down on August when we had 188,900 hits during the month

Top posts

Big C Coffee Morning 3,000

Police open day 4,500

Exercise walk on beach 2,900

Leave Seals Alone 2,500

Green Gym path clearance 2,900

Beach clean 4,600

Footprints 4,300

When people look at posts

10pm to midnight

9am to noon

low times for viewing 3pm to 9pm

96 Light Up Christmas

Cllr. K Wood ex 15 x Barriers required at a cost of £20/£25 it is better to buy as they can used for other events. It was proposed by Cllr. M Clifford, seconded by Cllr. B Davis and agreed by all members present to purchase 15 crowd barriers as above :

Noted

97 War Memorial Service falls on the same day as the Anniversary of the Lifeboat disaster, so possibly three services, Idea to link with final service in Lifeboat shed. Short service 1045 at Lifeboat Memorial, move to War Memorial for service at 1100, then go to Lifeboat shed which schools are being involved with : **Noted**

98 Agenda Items for Next Meeting

Cllr. P Sleet – proposes Parish Council issues the GYBC with a no confidence vote

99 Date of Next Meeting

The date of the next meeting will be on Monday 1st November 2021 at 1900 hrs.

100 Closure of Meeting

The meeting ended at 2020 hrs.

Chair:

Date: