

# CAISTER-ON-SEA PARISH COUNCIL

6<sup>th</sup> September 2021

A meeting of the **PARISH COUNCIL** was duly convened and held at the Council Hall at 1900 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, R Peasgood and R Wilkinson

Borough Cllr: M Bird  
No Parishioners present

## 66 Apologies for Absence

Apologies for absence were received from:  
Cllrs: B Lawn – another commitment  
P Sleet – another commitment  
J White - ill  
Borough Cllrs. G Carpenter – another commitment  
P Carpenter – another commitment

## 67 Declaration of Interest

None  
: **Noted**

## 68 Parishioners Forum

No Parishioners present

## 69 Minutes

The minutes of the previous meeting held on 2<sup>nd</sup> August 2021 were proposed by Cllr. P Hammond, seconded by Cllr. R Coe, agreed by all members present and signed by the Chair.  
The minutes of the Special Parish Council meeting held on 2<sup>nd</sup> August 2021 were proposed by Cllr. K Wood, seconded by Cllr. R Batchelor, agreed by all members present and signed by the Chair.

## 70 Clerk's Report

The Clerk reported on progress of items from previous meetings.  
No decisions or debate may take place during this item.

### Matters Arising

- 50 i) NCC Speeding on Nelson Court – awaiting reply  
ii) Green Gym had cleared part of the footpath of brambles etc. leading from Braddock Road Car Park to Haven Holiday Centre and would be completing the work early September

**71 Hall Committee Minutes**

The minutes of the Hall Committee meeting held on 23<sup>rd</sup> August 2021 were proposed by Cllr. R Peasgood, seconded by Cllr. C Kirk.

Chairman reported that it was not possible to put a door exiting onto the street as BT cables ran under the pavement and it was not possible to place a step etc. over them.

Minutes were then proposed by Cllr. K Wood, seconded by Cllr. B Herring accepted by full Council as a true and correct record and signed by the Chair

**72 Cemetery Matters**

**ICCM Unpurchased graves**

After receiving an enquiry through one of the Funeral Directors regarding a baby's grave from the 1960s, advice was sought from the ICCM and a pro-forma form was suggested for any such cases in the future. It was proposed by Cllr. B Davis, seconded by Cllr. P Hammond and agreed by all members present that Council accepts and uses the suggested pro-forma from the ICCM accordingly : **Noted**

**73 Policies**

Model Publication Scheme

Risk Management Policy

The above were proposed by Cllr. R Coe, seconded by Cllr. K Wood, agreed by all members present and signed by the Chair : **Noted**

**74 Planning Matters**

**Applications for consideration on 6<sup>th</sup> September 2021**

06/21/0629/F	5 Purslane Drive Caister NR30 5BQ	Proposed single storey flat roofed rear extension 3.0 x 11.86m and associated alterations
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**No Objection**

06/21/0640/F	8 Miriam Close Caister NR30 5PH	Proposed single storey flat roofed side extension to east elevation
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**No Objection**

06/21/0682/F	Breydon View West Road West Caister NR30 5SY	Proposed single storey rear extension
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**No Objection**

**75 Reports from Councillor's of meetings attended in**

Cllr. P Sleet - Playing Field Management Committee 5<sup>th</sup> August 2021 : **Noted**

Cllr. R Coe - New Build Working Group meeting 25<sup>th</sup> August 2021 : **Noted**

Cllr. K Wood - Environmental Committee meeting 21<sup>st</sup> July 2021 : **Noted**

76 Accounts – September 2021

<b>ACCOUNTS FOR PAYMENT 6th SEPTEMBER 2021</b>				
<b>HALL ACCOUNT</b>		<b>NETT</b>	<b>VAT</b>	<b>GROSS</b>
Salaries	Salary to 31.08.21	767.75		767.75
E-on	Electricity - Direct Debit	21.90	1.10	23.00
D L Gunton	Windows cleaned 10.08.21	40.00		40.00
Mr Plummer	Repairs to leaks in Gents toilet	150.00	<u>60.00</u>	210.00
Mrs E Dyble	Cleaning materials	0.60		0.60
Mrs E Dyble	1 x Hall Key cut - Vice-Chair	<u>3.95</u>		<u>3.95</u>
		<b>£984.20</b>	<b>£61.10</b>	<b>£1,045.30</b>
<b>GENERAL ACCOUNT</b>				
Salaries	Salary to 31.08.21	1,927.73		1,927.73
	Expenses	26.00		26.00
	Tel. rental + calls August	22.50		22.50
British Telecom	Telephone/Broadband 738474	52.95	10.59	63.54
Fasthosts Internet Ltd	Hosting Website - 05.08.21-05.09.21	10.00	2.00	12.00
Caister In Bloom	Attending War Memorial Site August	20.00		20.00
Mr K Wood	Norfolk Flag	9.99	2.00	11.99
Japanese Knotweed	Instalment Inv. For 10 yr. Herbicide Tr	720.00	144.00	864.00
Microsoft	Microsoft 365 Subscription renewal	66.65	<u>13.34</u>	79.99
Inland Revenue	PAYE Contributions	<u>406.48</u>		<u>406.48</u>
		<b>£3,262.30</b>	<b>£171.93</b>	<b>£3,434.23</b>
	<b>Grand Total</b>	<b>£4,246.50</b>	<b>£233.03</b>	<b>£4,479.53</b>
<b>INCOME</b>				
Interest		£2.53		
Re-charge Cemetery a/c		£403.49		
Lettings		£323.85		
Cinema		£128.00		
Advert Newsletter		£130.00		

Accounts proposed by Cllr. B Davis, seconded by Cllr. P Hammond, 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

## 77 Correspondence

- a) **VOLUNTEER GREEN GYM** – informing that the team worked through the rain on Tuesday 17<sup>th</sup> August to clear the path running from Braddock Road car park to Haven Holiday Park and will finish off the path in early September, it is much wider now than before. The path leading from the car park down to the beach has also been cut and widened.
- Green Gym are quite prepared to cut back the path from Halt Road along the back of Haven Camp (old railway track). They will put it in their diary as long as they have permission from the Parish Council : **Resolved Council gives permission to Green Gym to cut back the path from Halt Road along the back of Haven Camp**
- b) **BRANFORD ROAD** – information received from NCC Highways Engineer that he has authorised the following works to proceed:
- ***Remove the first tree near to the junction of Branford and Ormesby Road; the tree has a more open/wide canopy than other trees which will lead to structural issues in near future. Discussed bracing of limbs so to retain the tree however this again may cause issue.***  
***Tree is very mature with short retention span.***
  - ***Remove two poplars opposite No2 – trees have been left vulnerable to strong winds following previous works upon adjacent trees leaving it with limited retention span.***
  - ***C/Lift the remaining trees upon road up to 5m on carriage way side (including removal of epicormic growth from stem) and reduce tree canopies over road by up to 2-3m to alleviate loading upon limbs (also removing any overextended limbs).***
  - ***Sever Ivy upon two poplars opposite the doctor's surgery***
  - ***There are a number of Elder and Prunus trees along the verge/pavement these provide a good screen between Branford Road and the holiday camp so should be retained.***
  - ***There is also a lot of weed and undergrowth scrub along the verge – to get this cut down, arisings removed and area sprayed with herbicide.***  
***To get this back to a 'grass verge' following the works is unlikely; grass seed will struggle to establish upon this soil with other vegetation competing*** : **Noted**
- c) **NCC HIGHWAYS** – informing that pavement resurfacing on Paston Drive, Drift Road and Oxnead Drive will begin on or shortly after Tuesday 7<sup>th</sup> September 2021 to carry out essential pavement maintenance works. It is anticipated that the work will take 7 weeks to complete, weather permitting. The roads listed above will be closed to through traffic for 7 weeks, however access to properties will be maintained. It will also be necessary to close short lengths of the pavement as works progress. A temporary path for pedestrians will be provided while the works are being completed under the road closure : **Noted**

- d) **GY&ES City of Culture** – informing that they have set up socials for the UK City of Culture 2025 bid, it would be appreciated if Council could follow them and share posts so they are able to build more interest with our communities. Their pages can be found as follows:
- Facebook Page
  - Twitter Page
  - Instagram Page
- : **Noted**
- e) **EAST ANGLIAN AIR AMBULANCE** – thanking Council for their generous donation of £350.00 and informing that blood is now available on every mission and are readily available at their Norwich and Cambridge bases, so EAAA crews can now permanently deliver blood transfusions to those who need them. Blood transfusions ensure that the most gravely injured patients suffering a major bleed have the best chance of getting to hospital through increasing oxygen delivery and clot production. The entire project has been successful thanks to the generosity of the public and fantastic partnership working with two regional hospitals and charities : **Noted**
- f) **NCC** – encouraging residents to give up their cars for one day on Sunday 19<sup>th</sup> September To celebrate Norfolk Car-Free Day in support of a global initiative to reduce carbon emissions. Council will be waiving fees for residents wishing to apply for a temporary street closure in their local community. One idea for making the most of the closure is to use the time for ‘Street Play’. A project started in Bristol which is designed to give children the freedom to play directly outside their own front door : **Noted**
- g) **ENTUA** – forwarding a copy of their Newsletter No.51 September 2021 issue for information : **Noted**
- h) **NCC** – informing that the 2021 Household Hazardous Waste days for Caister are Scheduled for 9<sup>th</sup> and 10<sup>th</sup> October 9am-4pm at the Caister Recycling Centre, Pump Lane : **Noted**
- i) **FAMILY OF DEREK GEORGE** – thanking Parish Council for the seat erected in Derek’s memory. He was a true Caister man and loved his connections with the Village, whether it was with Caister Lifeboat, Infant/Junior schools (especially the carol concerts), St. Edmonds Church West Caister and countless more activities : **Noted**
- j) **ANGLIAN WATER** – informing that they will be attending the next Parish Council meeting on 4<sup>th</sup> October 2021 at 1830 hrs. and requesting a detailed list of questions prior to the meeting. They also invited Councillors for a site visit at the Caister Recycling Centre on 12<sup>th</sup> October 2021 at 2pm allowing them to show some of the changes and improvements they have made, and will be making on the site : **Noted**

- k) **PKF LITTLEJOHN – EXTERNAL AUDITORS** – informing that they have completed their review of the Annual Governance & Accountability Return for Caister on Sea Parish Council for the year ended 31<sup>st</sup> March 2021 and enclosed their report and certificate (Section 3 of the AGAR Part 3). Based on their review of Sections 1 and 2 of the AGAR it is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met : **Noted**

**The Following have been circulated**

- a) **NHS FOUNDATION TRUST** – i) Briefing Sheet following the Council of Governors meeting August 2021  
ii) Inside Story, news from the JPUH Governors
- b) **NORFOLK CONSTABULARY** - Great Yarmouth Cluster Newsletter August 2021
- c) **RURAL SERVICES NETWORK** forwarding copies of their:-  
Rural Bulletins - 3<sup>rd</sup> August and 1<sup>st</sup> September for information
- d) **NORFOLK ALC** - Bulletin's 10<sup>th</sup>, 18<sup>th</sup> and 31<sup>st</sup> August 2021
- e) **NCC** – Briefing Notes – 5<sup>th</sup>, 12<sup>th</sup>, 19<sup>th</sup> and 26<sup>th</sup> August 2021
- f) **NORFOLK ALC WELLBEING** forwarding various documents for information  
2<sup>nd</sup>, 3<sup>rd</sup>, 6<sup>th</sup>, 8<sup>th</sup>, 18<sup>th</sup>, 19<sup>th</sup> and 31<sup>st</sup> August 2021

**All above circulated documents Noted**

**78 Question for Parish Liaison Meeting**

**Cllr. B Davis** Does Great Yarmouth Borough Council intend to follow other concerned, environmentally friendly, responsible Councils and ban the use of Glyphosate pesticide with immediate effect? Glyphosate kills pollinators, which are vital for our food chain and are harmful to dogs and unsuitable for children's play areas : **Resolved question be forwarded accordingly**

**79 Parish Newsletter**

**Cllr. J Fearnley** suggested adding extra pages to the Parish Council Newsletter as with the new Caister Environmental Alliance group expanding its activities and to promote more sustainable activities within the village more pages maybe needed. After discussion it was proposed by Cllr. J Fearnley, seconded by Cllr. B Herring and agreed by all members present to add a further 4 pages to the Newsletter : **Resolved Council agrees to 4 more pages being added to the Newsletter**

**80 Social Media Update**

- a) Cllr. K Wood reported that during August we reached 23,115 people, 3,487 likes, 3,739 followers and 241,000 hits
- Top posts**
- Zip Wire Appeal garage sale raised £650 now at £800, 8,000 hits
- Gary's back litter picking 3,500 hits
- New bench at War Memorial service 3,500 hits
- Shop local Shop Caister 4,300 hits
- Sand clearing post pictures 5,400 hits

Litter left at Lifeboat ramp 4,50 0hits  
Fire in bin at Beach Road car park 6,800 hits  
another good month

b) **Light up Caister Working Group**

**Cllr. K Wood** asked for Volunteers to help with Light up Christmas

Volunteers: A Baker, R Batchelor, J Fearnley, D Godbolt, B Herring, C Kirk, R Peasgood, P Sleet, R Wilkinson and K Wood

c) **2022 Carnival Committee**

**Cllr. K Wood** asked for Volunteers to help with the Carnival in 2022

Volunteers: R Batchelor, D Godbolt, B Herring, C Kirk, R and S Wilkinson

d) **Bench – War Memorial**

**Cllr. K Wood** would like to pass on Council's thanks to Rob Batchelor for installing the bench near the War Memorial in memory of Derek George : **Noted**

**81 Agenda Items for Next Meeting**

Cllr. K Wood proposed requests for monies to be set aside in the Precept 2022/23 to be brought to meeting on 4<sup>th</sup> October : **Noted**

**82 Date of Next Meeting**

The date of the next meeting will be on Monday 4<sup>th</sup> October 2021 **at 1830 hrs.** as Anglian Water representatives will be in attendance

**83 Closure of Meeting**

The meeting ended at 2003 hrs.

**Chair:**

**Date:**