

CAISTER-ON-SEA PARISH COUNCIL

10th January 2022

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)
R Coe, B Davis, J Fearnley, B Herring, C Kirk, B Lawn, R Peasgood, P Sleet, J White and R Wilkinson

Borough Cllr. M Bird

No Parishioners present

141 Apologies for Absence

Apologies for absence were received from:

Cllrs: M Clifford – Unwell

D Godbolt – unwell

P Hammond – another commitment

Borough Cllrs. G Carpenter – another commitment

P Carpenter - unwell

142 Declaration of Interest

Chair declared an interest in Item No.7 on the Agenda - Planning Application 06/21/0903/F - 30 Yarmouth Road, Caister

: **Noted**

143 Parishioners Forum

Bor. Cllr. M Bird informed that the replacement Street Light for Seafield Road North has been ordered and should be in place by 8th February 2022

: **Noted**

144 Minutes

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

145 Clerk's Report

Matters Arising

To report on progress on items from previous meetings.

No decisions or debate may take place during this item.

132 d) Council's Parish Precept and Concurrent Functions Grant for 2022/23 forwarded to Great Yarmouth Borough Council

133 iii) Owners contacted and requested to cut back hedge on corner of West Road/High Street

- 1 Borough Cllr. Penny Carpenter informed that:
 - i) railings around the Street Lamp on entrance to Beach Road Car park had been installed : **Noted**
 - ii) following up replacement Street Lighting column on Seafield Road North – demolished by car : **Noted**
 - iii) following up faulty Street Lighting column footway between Green Lane/Queensway, reported several times but still not repaired : **Noted**
- 2 Received notification that Council's renewal of Zoom is due on 15th January 2022 at a cost of £119.90 per annum or £11.99 monthly. Does Council wish to renew subscription with Zoom? : **Council Not to renew**
- 3 Requested tenders for three replacement windows in Council Hall with opening Vents
- 4 Attended meetings, provided Minutes to Councillors
- 5 Dealt with accounts, payment of Invoices
- 6 Produced Invoices to Hirers
- 7 Received money, receipted payments and banked income : **Noted**

146 Cemetery Matters

2 x Quotes were received for repairing part and replacing part of the Cemetery Fencing at the Northern end of the Cemetery

Coles Steel Fabricators Ltd	=	£5,099.00 + VAT
KDMS	=	£5,970.00 + VAT

After discussion it was proposed by Cllr. K Wood, seconded by Cllr. B Herring and agreed by all members present to accept the Tender from Coles Fabricators Ltd. Of £5,099.00 + VAT : **Noted**

147 Planning Matters

Applications for consideration 10th January 2022

Application ref	Applicant Address	Description
06/21/0903/F	30 Yarmouth Road Caister NR30 5AA	Removal of condition 2, 3, and 4 of pp. 06/11/0221/F – Occupation of holiday flats – to allow for permanent residential occupation of flats

No Objection

06/21/0979/F	24 Drift Road Caister NR30 5QQ	Proposed single storey rear extension
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No Objection

06/21/0991/F	6 Kipling Close Caister NR30 5RJ	Proposed demolition of existing conservatory and construction of New single storey rear extension
No Objection		
06/21/0993/F	27 Lacon Road Caister NR30 5EU	Proposed single storey rear extension
No Objection		
06/21/0996TRE	Caister House Rectory Close Caister NR30 5EG	Works to trees T1 & T2 – Horse Chestnut – reduce dieback; T3, T4 & T5 – Horse Chestnut – reduce latera branches; T6 – Mature Beech – deadwood & light reduction; T7 – Elm – Reduction of all branches; T8 – Eucalyptus – Reduce height
No Objection		
06/21/1030/F	25 Norwich Road Caister NR30 5JP	Demolition of garage and erection of proposed side and rear two-storey extension
No Objection		
FUL/2021/0063	John Grant School St. Georges Drive Caister NR30 5QW	Variation of condition 2 (approved plans) and condition 4 (Flood Risk and Drainage Scheme) of planning permission FUL/2020/0048 to allow alterations to classbase openings and boiler flue, drainage/soakaway, grading of land, fencing, landscaping position and addition of trackway into Playing Field including a gated entrance.
No Objection		

148 Accounts for Payment 10th January 2022

HALL ACCOUNT		NETT	VAT	GROSS
Salaries	Salary to 31.12.21	881.63		881.63
E-on	Electricity - Direct Debit	21.90	1.10	23.00
Anglian Water (Business)	Water and Sewerage charges 12.06-11.12.21	85.35		85.35
PPL PRS Ltd	Music Licence 6.12.21-5.12.22	242.95	48.59	291.54
Blackwell Print	2 x A2 Posters - James Bond	30.00	6.00	36.00
Certas Energy	1600 Lires Kerosene	880.55	44.03	924.58
D L Gunton	Windows cleaned	20.00		20.00
		£2,162.38	£99.72	£2,262.10
GENERAL ACCOUNT				
Salaries	Salary to 31.12.21	1,927.53		1,927.53
	Expenses	26.00		26.00
	Tel. rental + calls December	22.50		22.50
British Telecom	Telephone/Broadband 738474	57.94	11.58	69.52
Fasthosts Internet Ltd	Hosting Website - 05.12.21-05.01.22	10.00	2.00	12.00
Caister In Bloom	Attending Floral Displays December	20.00		20.00
Viking Direct	Stationary	13.39	2.68	16.07
Viking Direct	Stationary	20.89	4.18	25.07
Mrs E Dyble	Mixed Bulbs for Planters front of Hall	5.40		5.40
Blackwell Print	10 x pictures of By-Pass	15.00		15.00
Inland Revenue	PAYE Contributions	418.32		418.32
		£2,536.97	£20.44	£2,557.41
LIGHT UP CHRISTMAS				
GYBC	Delivery, Hire and Collection of Crowd Barr	£65.00	£13.00	£78.00
	Grand Total	£4,764.35	£133.16	£4,897.51
INCOME				
Interest		£2.74		
Re-charge Cemetery a/c		£403.49		
Lettings		£1,621.55		
Rents		£725.00		
Carnival Pitch		£90.00		
Cinema		£88.00		
Zip Wire (Light Up Christn		£143.70		

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

149 Correspondence

- a) **GYBC** – informing that they are experiencing anti-social behaviour issues with the High Street Toilets and are reporting to the Police, but in order to try and minimise they would like to adjust the opening times, at least in the short term. There is a thought that this is being done by school age youths, so they propose to change the automatic locks to 9am to 4pm, this is only a minor change :
Noted
- b) **NCC** – informing that their Highway teams will continue to carry out their routine and reactive inspections and programme repairs as necessary and their Streetscene Inspectors are due to visit Caister week commencing 24/01/22. If there are any specific highway maintenance issues, they would be grateful for any information to ensure these issues are considered by the Inspector who will be taking account of maintenance needs of the road network in our area. Their key concern is maintaining the essential elements with regard to the safety of the highway network, with this in mind their highest priorities are:
- **Potholes** – an accurate location and dimensions (including depth) really help them to judge the priority
 - **Regular incidences of Standing water/flooding** – location and area affected are important, in addition any knowledge of any features which may be blocked, does the ponding eventually clear over time, does this only occur during heavy rain. Recently heavy rain fell and wash from fields has caused issues over which they sometimes have no control. They can clear gully pots and back ditches and grips within the highway boundary
 - **Mud on Road** – this is a common occurrence in our rural community. If this repeatedly affects highway users' ability to travel, is not signed in advance or is simply left following farming activity, the most useful information is contact details of the responsible party. Be assured that this information is completely confidential, they will not disclose any details of an enquiry :
Noted
- c) **CLLR. P CARPENTER** – informing that the new lighting column at the entrance to Beach Road Car Park has been installed and the protective barrier around the base will be fitted very shortly : **Noted**
- d) **NCC TRANSPORT EAST** – informing that they have launched a Public Consultation on their Draft Regional Transport Strategy for the East. Covering Norfolk, Suffolk, Essex, Southend-on-Sea and Thurrock, the strategy sets a series of priorities for better transport for everybody living, working and learning in the region up to 2050.
The draft strategy, which will guide future transport investment, has been developed through technical evidence analysis and talking with the public and our partners to make sure it aligns with local ambitions and needs.

The public consultation is your opportunity to help us refine the Transport Strategy and shape the future of transport in the region, and we are encouraging everyone to take part by completing our [online survey](#). The online consultation will close on Sunday, 30 January 2022.

It also includes questions about our Investment and Delivery Programme – an evolving programme of schemes which will set out our investment priorities to Government.

A virtual exhibition and other consultation materials summarising our Transport Strategy and Investment and Delivery Programme are available on our website.

: **Noted**

- e) **IPSUM UTILITIES** – informing OF Major Underground electricity works on behalf of UK Power Networks commencing on Wednesday 5th January 2022 for approximately 8 to 10 weeks from the junction of West Road/High Street to Tan Lane. The reason for these essential works is the electricity Network needs upgrading to reinforce the surrounding network to ensure safe and reliable power supplies. The works will involve excavating and laying Ducts in the footway and carriageway ready to install new High Voltage Cables and Low Voltage Cables from Substation near Junction of West Road and High Street to Cables on Tan Lane. Multiway Traffic Lights will be used on a majority of the works which will be Manned to keep traffic flows moving : **Noted**
- f) **HOUSING 21** – Property Development Manager looking for a suitable site in Caister for a new Extra Care Living Development for older people and had seen the old Youth Club Site on Yarmouth Road which he feels might be suitable and if the Parish Council would consider giving them the opportunity to explore this with them with a view to making an offer to buy and develop the site once the necessary due diligence has been carried out : **Noted**

The Following have been circulated

- a) **NORFOLK CONSTABULARY** - Great Yarmouth Cluster Newsletter December 2021
b) **NCC** – Briefing Notes – 9th and 16th December 2021 and 6th January 2022
c) **NORFOLK ALC** - forwarding various documents for information
7th, 9th, 21st December and 4th and 7th January 2022

All above circulated documents Noted

150 Reports from Councillor’s of meetings attended in December

Cllr. P Sleet - Playing Field Management Committee meeting attended 23rd December 2021 – **Noted**

151 Cllr. P Sleet

All clubs and hall user groups where its users are Children, Senior Citizens or others that would be considered belonging to Vulnerable persons must:-

- i) Have a trained, accredited, registered and accountable Safeguarding Officer.
- ii) All the User Group Officers/Leaders hold a validated DBS (Disclosure Barring Service). Where children or vulnerable adults are users, the DBS should be the Enhanced version.

Failure to fulfil these requirements within an agreed time of 2022 would bar the User Group in question from hiring the venue.

After discussion it was proposed by Cllr. P Sleet, seconded by Cllr. K Wood and agreed by all members present to amend Council's Standing Orders to include reference to DBS checks being required by all organisations hiring the Hall dealing with children or vulnerable people. Letters to be forwarded to all Hall hirers accordingly.

: **Noted**

152 Cllr. R Coe

Formulate working party for London Bridge Policy in line with SLCC action plan and provide costs for next Finance Comm meet 31.01.22 : **Working Group to consist of Cllrs. A Baker, R Coe, B Herring, and K Wood**

153 Social Media Update

How we compare with other local Parish Council Facebook pages

Number of followers:

Caister 3,812, Martham 692, Hemsby 810, Acle 612, Ormesby 532

During December we reached 18,997 people and had 228,400 hits

Top Posts:

Many posts reaching between 1,000 and 4,000 hits

Seal Rescue from Caister beach 6,100

Traffic Lights - January Road works warning 4,800

Fog bow 5,000

Light up Caister 5,600

Light up preparation 5,400

Noted

154 Beach Clean – 1st January 2022

Big thank you to all those Councillors who supported it big success with 50 people present LITTER CLEARED all along beach and dunes, along with Emma from Norfolk Beach cleans

Noted

155 Agenda Items for Next Meeting

- i) **Clerk** requested any Questions etc. for the next Parishes Liaison meeting due in March to be forwarded to her by Tuesday 1st February 2022 for insertion on the Agenda

156 Date of Next Meeting

The date of the next meeting will be on Monday 7th February 2022 at **1900 hrs.**

157 Closure of Meeting

The meeting ended at 2000 hrs.

Chair:

Date: