

CAISTER-ON-SEA PARISH COUNCIL

4th April 2022

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)
M Clifford, B Davis, J Fearnley, D Godbolt, P Hammond, B Herring, C Kirk,
B Lawn, R Peasgood, J White and R Wilkinson

Borough Cllr. Malcolm Bird

2 Parishioners present

3 Representatives from Anglian Water were present at the meeting and a general discussion took place on the condition of the drains around the village. They are presently conducting a survey of the drains in the area to find the possible cause of flooding to try and alleviate the problems that occur during heavy rainfall. Also discussed was the number of times that raw effluent was pumped into the sea

190 Apologies for Absence

Apologies for absence were received from:

Cllrs. R Coe – ill

P Sleet - ill

Borough Cllrs. P Carpenter - ill

191 Declaration of Interest

None

192 Parishioners Forum

Bor. Cllr. P Carpenter informed Chair earlier in the day that she had purchased a Speed Sign from her NCC allowance to be sited on Norwich Road

: **Noted**

193 Minutes

The minutes of the previous meeting held on 7th March 2022 were proposed by Cllr. P Hammond, seconded by Cllr. K Wood, agreed by all members present and signed by the Chair.

194 Hall Committee Minutes

Hall Committee members in attendance agreed the minutes of the meeting held on 21st March 2022 as a true record, Council approved them, proposed by Cllr. M Clifford, seconded by Cllr. P Hammond and signed by the Chair.

195 Clerk's Report

Matters Arising

To report on progress on items from previous meetings.

No decisions or debate may take place during this item.

- a) Letter re standing water on Beach Road Caister forwarded to NCC Highways
- b) Smart Meter being installed at Council Hall on Thursday 21st April 2022
- c) Obtained Bunting for Jubilee Celebrations
- d) Obtained leaflet holders for Heritage Trail

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- 1 Organised urgent repairs at Council Hall, replacing guttering and removing damaged lights, Tan Lane side – Discussion took place and it was proposed by Cllr. P Hammond, seconded by Cllr. M Clifford and agreed by all members present that all old fascia boards be removed and replaced with UPVC fascias with black guttering and down pipes at a cost of £1,350.00
 - 2 Attended meetings, provided Minutes to Councillors
 - 3 Dealt with Application forms for Carnival pitches, received payments and banked
 - 4 Dealt with accounts, payment of Invoices
 - 5 Produced Invoices to Hirers
 - 6 Received money, receipted payments and banked income
 - 7 Dealt with HMRC re Salary payments
 - 8 Dealt with numerous telephone calls, emails, reported faulty streetlights
- : **Noted**

196 Cemetery Matters

Exclusive Right to Burial No. 1507 was signed by the Chair : **Noted**

197 Planning Matters

Applications for consideration 7th March 2022 From GYBC

Application ref	Applicant Address	Description
06/22/099/HH	33 St Julian Road Caister NR30 5BZ	Propose two storey & single storey rear extensions, re-roof with accommodation in roof space
No Objection		
06/22/0190/HH	89 Beach Road Caister NR30 5HD	Proposed two storey side and front extensions: single storey front Extension
No Objection		

198 Accounts for Payment 4th April 2022

HALL ACCOUNT		NETT	VAT	GROSS
Salaries	Salary to 31.03.22	1,541.58		1,541.58
E-on	Electricity - Direct Debit	21.90	1.10	23.00
D L Gunton	Windows cleaned March	20.00		20.00
Anglia Boiler Maint.	Servicing and repair of boiler	302.39	60.48	362.87
Goff	500 Litres Kerosene	515.60	25.78	541.38
Heart 2 Heart	G5 Cardiac Adult Pads	30.00		30.00
Viking	Cleaning Materials	60.62	12.12	72.74
Bee Safe	PAT Testing Portable items	97.95		97.95
Amazon	3 x Blu-ray DVD's	37.47	<u>7.50</u>	44.97
Miss J Tate	Refund Hiring Charge - Covid	46.00		46.00
GYBC	1/2 Year Rates	<u>430.77</u>		<u>430.77</u>
		£3,104.28	£106.98	£3,211.26
GENERAL ACCOUNT				
Salaries	Salary to 31.03.22	2,059.79		2,059.79
	Expenses	26.00		26.00
	Tel. rental + calls March	22.50		22.50
British Telecom	Telephone/Broadband 738474	57.94	11.58	69.52
Fasthosts Internet Ltd	Hosting Website - 05.03.22-05.04.22	10.00	2.00	12.00
Caister In Bloom	Attending Floral Displays March	20.00		20.00
Blackwell Print	Heritage Trail	15.00	3.00	18.00
Blackwell Print	Pull Up Banner (Caister Cares)	32.00	6.40	38.40
Blackwell Print	1,000 copies of Village Newsletter	916.00		916.00
Amazon	Bunting	11.64	2.34	13.98
Amazon	Bunting	24.98	5.00	29.98
Silverback	Leaflet Dispensers - Heritage Trail	19.30	<u>3.86</u>	23.16
Inland Revenue	PAYE Contributions	<u>623.28</u>		<u>623.28</u>
		£3,838.43	£34.18	£3,872.61
	Grand Total	£6,942.71	£141.16	£7,083.87
INCOME				
Interest		£2.42		
Re-charge Cemetery a/c		£445.97		
Lettings		£1,595.00		
Carnival Pitch		£120.00		
Zip Wire - WI + Tesco		£600.00		
Village Magazine		£60.00		
Cinema		£56.00		

Accounts proposed by Cllr. P Hammond, 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

199 Correspondence

- a) **External Auditor** - informing that they require Council’s AGAR (Annual Governance and Accountability Return) for the year 1st April 2021 to 31st March 2022 and supporting documentation submitted to them by Friday 1st July 2022 : **Clerk to forward in due course**
- b) **NCC** - forwarding the Approval Licence for placing the Heritage Board on the grass verge – Layby Norwich Road close to the Roman Ruins entrance gate - : **Noted**
- c) **GYBC** - notifying Council of the acceptance of the Parish Precept & Concurrent Functions Grant for 2022/23 as follows:-

		Relevant Taxbase	Per Band D
2021/22 Parish Precept Amount	£100.294	2,786	£36.00
2022/23 Parish Precept Amount	£138.013	2,814	£48.33
% Change in band D			34.3%
2022/23 Council Tax Support Grant (from GYBC)	£ 6,887		

Concurrent Functions	Amount
Burial Grounds	£0
Beach Cleaning	£0
Parks & Open Spaces	£2,550
Bus Shelters	£0
Total Concurrent Functions	<u>£2,550</u>

Total Concurrent Functions, Council Tax Support Grant & Parish Precept Payable 2021/22 £145,450

: **Noted**

- d) **Resident** – that they are planning a fundraising trek for **East Anglia’s Children’s Hospices** on **25th June 2022**. As part of this trek, they will be passing through our parish council so wanted to notify us out of courtesy
Event Date: Saturday 25th June 2022
Event Description: 32-mile hike from Cromer Pier to Great Yarmouth Pier to raise money for East Anglia’s Children’s Hospices.
Expected Number of participants: 100-200
Route: The route will follow the public footpath along the coast for the duration. They attached an overview map for Council’s information. They have four rest stops along the way providing refreshments and support to their walkers, these have been pre-agreed with the following locations:

Rest Stop Location 1	Coronation Hall Mundesley	Mile 7.5	26 Cromer Rd, Munde
Rest Stop Location 2	Happisburgh Lifeboat Station / Cart Gap Beach Car Park	Mile 15	Cart Gap, Norwich NR
Rest Stop Location 3	Waxham Sands Holiday Park	Mile 20	Warren Farm, Great Y
Rest Stop Location 4	Caister Beach Car Park	Mile 28.5	Beach Road Caister, G

Event Infrastructure: The route will be marked with small A5 arrows at 50 – 100m intervals. They have notified the necessary councils, however, please pass on this information to anyone else you feel relevant : **Noted**

- e) **GYBS** - informing that the total cost of opening and cleaning the toilets at Second Avenue and Beach Road Car Park for the 2022 season will be £5,249.58 + VAT : **Accepted by Council**

- f) **Norfolk Highways** - informing of a temporary closure of the A1064 Main Road in the Parish of Filby because of stud removal/surface dressing/road marking & stud installation has been issued and will take place as follows:
NORFOLK COUNTY COUNCIL proposes to make a Temporary Traffic Order affecting the A1064 Main Road from its junction with C457 Tower Road to its junction with C448 Market Road in the PARISH OF FILBY because of stud removal, surface dressing, road marking and stud installation works.

The road will be temporarily closed during the following phases (except for access) between 09:30 and 16:00 from 1) 20th to 25th April 2022; 2) 26th April to 3rd May 2022; and 3) 4th to 6th May 2022 for the duration of the works expected to be about 17 days within the period.

Alternative route is via: A1064 Main Road/Old Road/Acle Link Road, A47 from Acle Parish Boundary to Halvergate Parish Boundary, A47 J A1064 Roundabout, A47 from J A12 to J A1064, Acle New Road, A47 J A12/A149 Roundabout, A149 North Quay/Lawn Avenue/Caister Road/Yarmouth Road/Caister Bypass, A1064 Norwich Road/Main Road (Mautby, Acle, Upton with Fishley, Halvergate, Filby, Fleggburgh, West Caister, Caister-on-Sea).

(If necessary, the restriction could run for a maximum period of 18 months from the date of the Order).

Penalty: £1000 maximum fine on conviction and/or endorsement for contravention.

In the event of the start date being delayed the new start date will be displayed on site in advance.

The person dealing with enquiries at Norfolk County Council is Vinnie Purdy (Community and Environmental Services) Telephone 0344 800 8020.

Dated this 1st day of April 2022

: **Noted**

The Following have been circulated

- a) **RURAL SERVICES NETWORK** forwarding copies of their:-
i) Rural Bulletin - 8th, 22nd and 29th March for information
b) **NCC** – Briefing Notes – 10th, 17th and 31st March 2022
c) **NORFOLK ALC** Bulletins 14th, 18th, 29th and 31st March 2022
d) **NORFOLK ALC WELLBEING** – Have your say on Norfolk recycling document
: **Noted**

200 Disposal of Tablets

Chair suggested that the 5 Tablets which were not being used at meetings should be disposed of and proposed, seconded by Cllr. B Herring and agreed by all members present that they be donated to the Go-Ahead Club which is based at the Community Centre on Admiralty Road in Great Yarmouth, supervised by MIND and is registered as a Charity. The Club provides activities and short holiday/breaks for young adults and children who are Down Syndrome. The recent pandemic has hit the Club hard and it has lost members to the Covid infections. Fundraising has been almost zero as Club finances are dependent on car-boot sales and other donations which have not been available during lockdown. Most of the Club members are more than capable of using tables for gaming and if donated they will also provide useful hand-eye co-ordination activities. : **Resolved Council donate tablets to the Go-Ahead Club**

201 Social Media Update

There were 3,909 followers, reaching 25,132 people with 223,860 hits during March
top posts

Traffic disruption reached 9,201

1960 map of Village reached 7,507

Bulldog walkers meet in Caister 5,700

Carnival posts 8,900

March Lifeboat launch 6,800

GYBC Car park charges and state of car park 3,900

Caister Cares Food bank for Caister meetings 3,800

Carnival Update

Very positive stall holders numbers continue to rise towards our target

Program support from Village Businesses is good with many taking adverts making the work Jerry and I have done worthwhile, all funds from this to zip wire

Next Carnival meeting this Thursday 7.30 at Rabbit Hutch

Heritage trail

Launch day is Friday with walk starting at 1pm at Playing Field

Map boards will be completed and in place for Friday

Press interested, meeting at Rabbit Hutch tomorrow 1pm with dummy run

Litter

Litter in various areas of Village is getting bad request the Borough send someone Ormesby road, Braddock Road and Norwich road : **Clerk to contact Environmental Health Dept. for Hit Squad to attend**

Children's Play Area/MUGA

Children's play area and MUGA, still waiting on GYBC to instal lines on area for Netball, now have up to 20 ladies trying to play on an unmarked court can Council request more urgency in installing lines, also children's play equipment in Play Area needs checking and updating now : **Resolved Clerk to contact GYBC**

Events for Queen's Platinum Jubilee

Beacon lighting at Beach Road Lifeboat Station for Queen's Platinum Jubilee, working with Lifeboat who are organising a Barbeque and Bar on the evening, Beacon will be lit in line with others across the country on the evening of 2nd of June : **Noted**

Keep Britain Tidy Spring Campaign

Parish Council have Beach Dune Clean from 10 to 1pm this Saturday working with Norfolk Beach Cleans and Caister Lifeboat opening their cafe for teas and coffees on the day as part Keep Britain tidy big spring clean all Councillors welcome : **Noted**

202 Agenda Items for Next Meeting

Cllr. P Hammond - propose Council acquire Beach Road Car Park from GYBC

203 Date of Next Meeting

The date of the next meeting will be on Monday 23rd May 2022:

Annual Parish Meeting 1900 hrs.

Annual Parish Council Meeting to follow

Monthly Parish Council meeting Monday 6th June 2022

204 Closure of Meeting

The meeting ended at 2017 hrs.

Chair:

Date: