

CAISTER-ON-SEA PARISH COUNCIL

4th July 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)
M Clifford, R Coe, B Davis, J Fearnley, D Godbolt, P Hammond, B Herring, C Kirk,
B Lawn, P Sleet and R Wilkinson
Borough Cllr. P Carpenter
PC Christopher Martin
Parish Clerk E Dyble

5 Parishioners present

24 Apologies for Absence

Apologies for absence were received from:

Cllrs. R Batchelor – work commitment

R Peasgood – unwell

J White – hospital appointment

Borough Cllrs. G Carpenter – another commitment

M Bird – another commitment

25 Declaration of Interest

Cllr. P Hammond declared in interest in item 31 Planning Application 06/19/0670/O Nova Scotia Housing Development

26 Parishioners Forum

- a) **Cllr. P Carpenter** informed the meeting of the various positions and Committees that she holds for the year 2022/2023, still very busy attending meetings both at County and Borough level, site visits etc. : **Noted**
- b) **Resident** of Lacon Road complaining about the increasing amount of dog excrement around the village, especially on the footpath leading from the Never Turn Back to the beach. Requested that more notices be placed around the village, especially near to the beach : **Resolved Cllr. K Wood to get posters placed around the area in question**
- c) **Member of Coastal Coastwatch** informing that the bank on the car park at Second Avenue is now very much overgrown and the Coastguards are finding it difficult to see above it in order to perform their duties successfully and requested that it be cut back as soon as possible : **Resolved Clerk to inform GYBC accordingly**
- d) **Resident** complaining about the hedge near the Catholic Church on Ormesby Road which is growing over the footpath and obstructing passage for pedestrians, also the hedge near the post box on Ormesby Road close to Braddock Road is very much overgrown and they requested that these hedges be cut back as soon as possible : **Clerk to contact GYBC accordingly**

27 Minutes

The minutes of the previous meeting held on 6th June 2022 were proposed by Cllr. P Hammond, seconded by Cllr. B Herring, agreed by all members present and signed by the Chair.

28 Finance

The Finance meeting Minutes from 27th June 2022 were - **Received**

To consider any recommendations from the above meeting

- i) It was **Resolved** to recommend that Council agrees two payments of £250 each being made to Tesco on behalf of Caister Food Larder - **Proposed by Cllr. P Hammond, seconded by Cllr. P Sleet and agreed by all members present**
- ii) It was **Resolved** to recommend that Council accepts the tender of £9,865.00 + VAT for the installation of a Gas Boiler for the Council Hall - **Proposed by Cllr. P Sleet, seconded by Cllr. B Davis and agreed by all members present**
- iii) It was **Resolved** to recommend that Council accepts the updated tender for Gas Supply to the Council Hall of £2,174.00 + VAT - **Proposed by Cllr. P Hammond, seconded by Cllr. P Sleet and agreed by all members present**
- iv) It was **Resolved** to recommend that Council accepts the tender of £2,595.00 for the re-furbishment of Norwich Road Bus Shelter - **Proposed by Cllr. P Hammond, seconded by Cllr. J Fearnley and agreed by all members present**
- v) It was **Resolved** to recommend that Council purchases new Laptop with i5 Processor, SSD Hard Drive and Windows 11 for use by the Assistant Clerk as soon as possible - **Proposed by Cllr. P Hammond, seconded by Cllr. K Wood and agreed by all members present**
- vi) It was **Resolved** to recommend that Council accepts the tender of £8,000.00 + VAT for the Zip Wire from the Carnival Funds - **Proposed by Cllr. B Lawn, seconded by Cllr. R Coe and agreed by all members present**

29 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) Contacted GYBS re lines in MUGA
 - b) Contacted GYBS re faulty equipment in Children's Play Area
 - c) Sought Tenders for Installation of Gas Boiler for Council Hall
 - d) Sought Tenders for refurbishment of Norwich Road Bus Shelter
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- i) Attended meetings, provided Minutes to Councillors
 - ii) Dealt with Application forms for Carnival pitches, received payments and banked
 - iii) Dealt with accounts, payment of Invoices
 - iv) Produced Invoices to Hirers of Hall, Village Newsletter and Carnival Program
 - v) Received money, receipted payments and banked income
 - vi) Dealt with HMRC re Salary payments
 - vii) Dealt with numerous telephone calls, emails, reported faulty streetlights

: **Noted**

30 Cemetery Matters

Exclusive Right to Burial Nos. 1508 and 1509 were signed by the Chair : **Noted**

31 Planning Matters

Applications for consideration 4th July 2022 from GYBC

Application ref	Applicant Address	Description
06/22/0276/HH	Proposed rear extension forming extended kitchen and utility room at 24 Saxon Gardens, Caister NR30 5AH	
No Objection		
6/22/0472/HH	Proposed extension of kitchen and lounge and conversion of existing garage at 8 Saxon Gardens, West Road, Caister NR30 5AH	
No Objection		
06/22/0483/HH	Proposed demolition of existing prefab garage; Erection of new garden room/den with storage within roof space at Nett House, Clay Road, Caister NR30 5HB	
No Objection		
06/22/0491/HH	Proposed rear/side single storey flat roof extension at 58 Tan Lane, Caister NR30 5DW	
No objection		
06/19/0670/O	Outline planning application with all matters reserved, except access, for up to 665 dwellings; local centre (to include A1-A5, B1, D1 and other community users); land for a primary school; health centre; plus associated infrastructure and open space at Nova Scotia Farm (Land at) Jack Chase Way (West of) West Caister	
No objection to building of houses, subject to building a Medical Centre, Primary School, Safety measures across Jack Chase Way and exit onto Norwich Road Roundabout		

32 ACCOUNTS for Payment 4th July 2022

HALL ACCOUNT

		NETT	VAT	GROSS
Salaries	Salary to 30.06.22	937.29		937.29
E-on	Electricity - Direct Debit	21.90	1.10	23.00
Blackwell Print	2 x 8 A2 Posters - Cinema	68.00	13.60	81.60
Booker Ltd.	Cleaning Materials	117.94	23.59	141.53
eBay	Cygnets Catering Boiler	60.00	<u>12.00</u>	72.00
D L Gunton	Windows cleaned July	<u>20.00</u>		<u>20.00</u>
		£1,225.13	£50.29	£1,275.42

GENERAL ACCOUNT

Salaries	Salary to 30.06.22	2,171.88		2,171.88
	Expenses	26.00		26.00
	Tel. rental + calls June	22.50		22.50
British Telecom	Telephone/Broadband 738474	59.15	11.83	70.98
Fasthosts Internet Ltd	Hosting Website - 05.06.22-05.07.22	10.00	2.00	12.00
Caister In Bloom	Attending Floral Displays June	20.00		20.00
Tesco	1 x Standard Fuchsia for Tube at Hall	10.00	2.00	12.00
Amazon	Bird Dropping Remover	21.99	4.40	26.39
GWL Security	Keys for Cemetery Shed	8.33	1.67	10.00
Viking	Stationery	53.42	10.68	64.10
Printerland	Xerox Printer Cartridges	385.50	77.10	462.60
K Yaxley	Maintenance of Laptop (Asst. Clerk)	20.00		20.00
	Lenovo IdeaPad Flex i5 Laptop +			
John Lewis	Mouse	605.77	<u>121.16</u>	726.93
Inland Revenue	PAYE Contributions	<u>494.93</u>		<u>494.93</u>
		£3,909.47	£230.84	£4,140.31

CAISTER CARNIVAL

EnGraphics Ltd.	4 x Banners	88.00	17.60	105.60
EnGraphics Ltd.	1 x Banner	29.50	<u>5.90</u>	35.40
Daniel Hanton	Punch & Judy	<u>150.00</u>		<u>150.00</u>
		267.50	23.50	291.00

CAISTER LARDER

Blackwell Print	1,000 A6 Postcards	58.00	11.60	69.60
Blackwell Print	1 x PVC Banner 2 x Pull Up Banners	<u>104.67</u>	<u>20.93</u>	<u>125.60</u>
		162.67	32.53	195.20

Grand Total **£5,564.77** **£337.16** **£5,901.93**

INCOME

Interest	£3.19
Cinema	£192.00
Lettings	£940.70
Carnival	£4,008.85
Newsletter	£100.00

Accounts proposed by Cllr. R Coe, seconded by Cllr. R Wilkinson, 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

33 Reports from Councillor's of meetings attended in June

Cllr. B Herring - PPG meeting attended on 15th June 2022

Cllr. P Sleet – PFMC meeting attended on 21st June 2022

: **Noted**

34 Local Plan for Caister

Cllr. R Coe informed that most of it was starting to get into place before the pandemic, if Council wishes to continue with it, he is willing to get a resilience package together. Chair explained that he felt Cllr. P Carpenter should be asked to give Council a 10-minute brief on where Caister will be if and when the Ward changes take place.

Cllr. P Hammond suggested talking to the Strategic Planning Department at Great Yarmouth Borough Council when getting the package together : **Noted**

35 Caister Community Centre

Cllr. P Sleet informed that he had been asked what the present situation was going forward between the Caister Community Association, Caister Social Club and the Charities Commission, as at the moment all three are dis-jointed.

Chair informed that Council should not get involved in any way and to let the Charities Commission sort it out and Council will sit on the sidelines until the Charities Commission asked us to become involved in any way : **Noted**

36 Correspondence

- a) **Great Yarmouth Sea Cadets** – thanking Council for allowing them to be part of Caister Carnival this year they had a really lovely day raising £142 for the Sea Cadets. They also congratulated Council on such a well organised and attended event, the planning was flawless and everything ran very smoothly and efficiently from the moment they arrived until their departure : **Noted**

- b) **Anglian Water** – informing how much they enjoyed attending Caister Carnival last weekend. They had a team of nine volunteers at their stand throughout the day, speaking to around 250 people about Keep it Clear – their clean sewer campaign, on the day and gave out packs to many of them : **Noted**

- c) **NCC Highways** – informing Council of two footway resurfacing schemes at Eastern Avenue, Caister. These schemes will be in two phases with phase one being constructed from 08/08/22-24/09/22 and phase two being constructed from 26/09/22-28/10/22. The resurfacing will also be constructed in Great Close, Northern Close, Midland Close, Haylett Close and Russell Avenue. Due to the narrow width of carriageway at Eastern Avenue a road closure would be required. The proposed diversion route would use part of High Street and will require the installation of some temporary signage. They are aware that the

placement of temporary signage is critical in these environments and would ask for any of our local knowledge/comments on their proposals.

The road closure would be weekdays only from 7am-5pm : **Noted**

- d) **NCC Highways** – forwarding an update on the Norwich Western Link for information : **Noted**

- e) **NCC Highways** – informing that due to the success of working in partnership with Parish/Town Councils for the last nine years the Parish Partnership Scheme initiative will again be repeated in the financial year 2023/24. Further supporting information, including possible funding sources for Council’s share of the bid, is available on their website.
County Council has provisionally allocated £350,000 on a 50/50 basis. (There is an upper limit on NCC funding support of £25,000 per bid) to fund schemes put forward by Town and Parish Councils to deliver projects that are priorities for local communities. They are particularly keen to encourage and support first-time bids.

The Following have been circulated

- a) **Rural Services Network** forwarding copies of their:-
Rural Bulletin - 7th, 14th, 21st and 28th June 2022 for information
- b) **NCC** – Briefing Notes – 26th May 2022, 9th, 16th and 23rd June 2022 for information

37 Cllr. K Wood

Social Media Update

June was the biggest month this year 251,000 hits no surprise with big events Beacon and Carnival, Carnival posts many achieving high numbers biggest ones reaching 7,000, 9,000, 5,000, 6,500, one about Councillor Rob Batchelor reached 4,000.

Other top posts for month included

Control your dog on beach 4,800

Bypass 4,400 and 4,700

Beacon lighting 7,000, 6,300, 5,200 and many over 2,000 plus

Both events a success proving social media works

Carnival update

Huge success biggest for many years everyone talking about it, Police estimate 5,000 to 6,000 people, great work by Carnival Committee who worked tirelessly in days leading up to the event, we caused some traffic issues in village but with help from Police kept things moving

We have now ordered Caister’s zip wire and will have some money left for next project

Final carnival debrief meeting 7.15 this Thursday and planning starts for 2023 lessons learnt to make it bigger and better

Big thanks to Playing Field who played a big roll and to everyone who contributed on the day

Nova Scotia Development

Wednesday at 6pm at Town Hall this is the biggest potential issue Caister has faced since the bypass was built, please come along and encourage others to attend

ATC Building

Building has now been empty for nearly three years still waiting for legal department at GYBC to resolve issues

Very frustrating for a number of organisations wanting to use the building, can we send a strong worded email to head of GYBC

Agenda Items for Next Meeting

Cllr. P Hammond - set up a sinking fund for the equipment on King George V Playing Field for when the Warranties run out

Cllr. R Coe - to make decision on General Power of Competency for Council

Cllr. R Coe - resilience plan to be agreed at next meeting

38 Date of Next Meeting

The date of the next meeting will be on:

Parish Council Monday 1st August 2022 1900 hrs.

39 Closure of Meeting

The meeting ended at 2007 hrs.

Chair:

Date: