

# CAISTER-ON-SEA PARISH COUNCIL

6<sup>th</sup> February 2023

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, D Godbolt, P Hammond, B Herring, J Hemsworth, J Jarzembski, B Lawn, C Kirk, C Thompson and R Wilkinson  
**Borough Cllr.** M Bird  
**Parish Clerk** E Dyble

8 Parishioners present

## 128 Apologies for Absence

Apologies for absence were received from:

**Cllr.** M Clifford – family commitment

**Borough Cllrs.** G Carpenter – another commitment

P Carpenter – another commitment

## 129 Declaration of Interest

**Cllr. B Herring** declared an interest in the Retrospective planning application for the erection of a temporary Marquee to be used in conjunction with Branford's Restaurant and Bar between the 30<sup>th</sup> September - 31st March inclusively for a fixed three-year period at The Old Hall Hotel And Health Club, High Street, Caister-on-sea NR30 5JL : **Noted**

## 130 Parishioners Forum

A lengthy discussion took place on the proposed Borough Wide Local Plan 2021-2041 Consultation document and Council stressed to the Parishioners present to spread the word and get their concerns into the Strategic Planning Officer at GYBC prior to 27<sup>th</sup> February 2023

: **Noted**

## 131 Minutes

The minutes of the previous meeting held on 9<sup>th</sup> January 2023 were proposed by Cllr D Godbolt, seconded by Cllr R Coe, agreed by all members present and signed by the Chair.

## 132 Finance

The Finance Minutes from the meeting of 30<sup>th</sup> January 2023 were – **Received**  
Consider recommendations from the meeting:-

- i) It was **Resolved** to recommend Council accepts the Quarterly Reconciliation and Income & Expenditure reports to 31<sup>st</sup> December 2022 - **proposed Cllr. A Baker, seconded by Cllr. K Wood agreed by all members present**

- a) It was **Resolved** to recommend Council accepts the proposed Hall Hiring charges with effect from 1<sup>st</sup> April 2023
  - b) regular Hirers to remain the same
  - c) Elections to be increased to £400.00 per session
  - d) Sub-Station rent to be increased by 13% to £508.50 per annum
  - e) Shop rents to remain the same
- proposed by Cllr. R Wilkinson, seconded by Cllr. P Hammond, agreed by all members present**
- ii) It was **Resolved** to recommend Council accepts GYBC's decision to remove the Local Council Tax Support Grant (i.e. £6,887.00) from 1<sup>st</sup> April 2023 from the Precept - **proposed by Cllr. A Baker, seconded by Cllr. P Hammond, agreed by all members present**
  - iii) It was **Resolved** to recommend Council notes that with effect from 1<sup>st</sup> April 2023 NPlaw will no longer continue with its town and parish council subscription scheme but will instead offer legal services at the preferential rate of £63.50 per hour - **proposed by Cllr. A Baker, seconded by Cllr. P Hammond, agreed by all members present**
  - iv) It was **Resolved** to recommend Council agrees for account details to be forwarded to CCA in order to receive the funds from The War Memorial account that they hold - **proposed by Cllr. R Coe, seconded by Cllr. K Wood, agreed by all members present**
  - v) It was **Resolved** to recommend Council agrees the new Table of Fees for the Cemetery, with effect from 1<sup>st</sup> April 2023 (copy attached) - **proposed by Cllr. P Hammond, seconded by Cllr. R Wilkinson and agreed by all members present**

### 133 Clerk's Report 6<sup>th</sup> February 2023

- a) Borough Cllr. M Bird was approached by a gentleman whilst in West Road on the afternoon Friday 13<sup>th</sup> February. The issue was the man had fallen off his bike while cycling along West Road and he had fallen off due to a trench in the road. Cllr. Bird contacted Cllr. P Carpenter and at 10pm Friday evening she contacted Highways. On Monday morning a Highway Manager attended site and made safe the trench. He issued Essex and Suffolk Water with a high severity Section 81 notice to which they have accepted and their technician will be on site to appraise. So hopefully any further accidents will be avoided.
- b) Received a total of £271.80 from Caister Community Association being the balance held by them from the War Memorial Account. Their account has now been closed.  
The Money has been placed in Council's War memorial account for maintenance etc.

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- 1 Attended meetings, provided Agendas and Minutes to Councillors
  - 2 Dealt with accounts, payment of Invoices
  - 3 Produced Invoices to Hirers of Hall and Village Newsletter
  - 4 Received money, receipted payments and banked income
  - 5 Dealt with HMRC re Salary payments
  - 6 Dealt with numerous telephone calls, emails, reported faulty streetlights
- : **Noted**

**134 Planning Matters**

**Applications for consideration 6<sup>th</sup> February 2023 from GYBC**

<b>Application ref</b>	<b>Applicant Address</b>	<b>Description</b>
<b>06/22/1056/HH</b>		Removal of existing roof, increase in roof pitch to form accommodation to new roof space at 20 St Nicholas Drive, Caister NR30 5QS (Amended Plan)
<b>Recommendations</b>	<b>No Objection</b>	
<b>06/22/1080/HH</b>		Proposed demolition of garage and construction of single storey front and rear extensions; proposed two storey side extension at 3 Buildings Road, Caister NR30 5DX
<b>Recommendation</b>	<b>No Objection</b>	
<b>06/22/1101/HH</b>		Proposed single storey rear extension, conversion of garage to playroom and raising of flat roof to garage at 9 Longfellow Road Caister NR30 5RG
<b>Recommendation</b>	<b>No Objection</b>	
<b>06/23/0023/F</b>		Proposed erection of hot food takeaway building and external portable refrigeration unit at Caister Holiday Centre, Ormesby Road Caister NR30 5NQ
<b>Recommendation</b>	<b>No Objection</b>	
<b>06/23/0051/PDE</b>		Prior approval application for larger home extension – replacement of conservatory with rear single storey extension 6m x 2.8m at 16 Lacon Road, Caister NR30 5EU
<b>Recommendation</b>	<b>No Objection</b>	
<b>06/23/0059/F</b>		Retrospective planning application for the erection of a temporary Marquee to be used in conjunction with the Branford's Restaurant and Bar between the 30 <sup>th</sup> September - 31st March inclusively for a fixed three-year period at The Old Hall Hotel And Health Club High Street Caister-on-sea NR30 5JL
<b>Recommendation</b>	<b>No Objection</b>	

### 135 ACCOUNTS for Payment 6<sup>th</sup> February 2023

ACCOUNTS FOR PAYMENT 6th FEBRUARY 2023				
		NETT	VAT	GROSS
<b>HALL ACCOUNT</b>				
Salaries	Salaries to 31.01.23	947.89		947.89
E-On	Electricity - Direct Debit	21.90	1.10	23.00
British Gas	Gas - Direct Debit	55.99	<u>2.79</u>	58.78
D L Gunton	Windows cleaned 03.02.2023	<u>20.00</u>		<u>20.00</u>
		<b>£1,045.78</b>	<b>£3.89</b>	<b>£1,049.67</b>
<b>GENERAL ACCOUNT</b>				
Salaries	Salaries to 31.01.2023	2,324.59		2,324.59
	Expenses	26.00		26.00
	Tel. rental + calls January	25.00		25.00
British Telecom	Telephone/Broadband 738474	54.16	10.83	64.99
Fasthosts Internet Ltd.	Hosting Website - 05.01.23-06.02.23	10.00	2.00	12.00
Caister In Bloom	Attending Floral Displays January	20.00		20.00
Moulton Nurseries	Compost, Plants, Feed etc. Tubs at Hall	48.15	9.63	57.78
Williams Garage Ltd.	Christmas Trees	516.67	<u>103.33</u>	620.00
Inland Revenue	PAYE Contributions	<u>515.13</u>		<u>515.13</u>
		<b>£3,539.70</b>	<b>£125.79</b>	<b>£3,665.49</b>
	<b>Grand Total</b>	<b>£4,585.48</b>	<b>£129.68</b>	<b>£4,715.16</b>
<b>INCOME</b>				
Interest		£166.77		
Cemetery Re-charge		£818.38		
Lettings		£651.90		
Rents		£725.00		
Allotment Rents		£60.00		
Newsletter Adverts		£80.00		

Accounts proposed by Cllr R Wilkinson, seconded by Cllr D Godbolt, 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

### 136 Correspondence

- a) **Great Yarmouth Green Gym** – informing that they had a great session at the Braddock Road footpath and it's all clear now. They have looked at the Marine Drive footpath as it could definitely do with cutting back. They can arrange for a working party for Tuesday 21<sup>st</sup> February 1pm-4pm and would like Council to give permission for this to go ahead : **Council give permission for Green Gym to clear Marine Drive footpath on Tuesday 21<sup>st</sup> February 2023**

- b) **Resident** – informing that her Brother, Peter Long, has recently passed away in USA, where he has lived for many years. He was a Caister boy and went to all 3 schools in the village. He was very homesick. His children are bringing his ashes home next week to scatter off Caister beach. His daughter has asked if there could possibly be a place in the village where a small plaque or marker could be placed in his memory so that future generations of his family who visit from the States could pay their respects at a designated spot. I would be grateful for any help you could give : **Resident to contact Caister Volunteer Lifeboat as plaque could possibly be placed on the plaque board at the Lifeboat Station**
- c) **Flegg Community Land Trust** – informing that FCLT was formed to work on behalf of all communities within the scope of the northern parishes of the Great Yarmouth Borough. Their aim is to build affordable housing and amenities for the local area, but also allow the community to take back control over their future developments. They also can ensure that homes are occupied by people who have a local connection or contribute to the sustainability and inclusivity of the village and rural area. The Trustees would like the opportunity to come and meet with the Councillors and talk about their aims and objectives further. Please let me know if we would be able to come to one of your upcoming Caister-on-Sea Parish Council meetings – **Invite them to the 6<sup>th</sup> March 2023 meeting**
- d) **Strategic Planning GYBC** – informing of a **Consultation on the draft Coastal Adaptation Supplementary Planning Document** taking place between **25<sup>th</sup> January to 8<sup>th</sup> March 2023**
- A partnership of East Suffolk Council, Great Yarmouth Borough Council, North Norfolk District Council, the Broads Authority, and the Coastal Partnership East Team is seeking comments on the draft Coastal Adaptation Supplementary Planning Document. This joint document supports the implementation of Local Plan policies related to the coast and explains what type of development and where development may be appropriate along the coast and what to consider when submitting a planning application.
- The document includes some best practice case studies across the combined area. You can view and respond to the consultation at <https://eastsuffolk.inconsult.uk/connect.ti/draftcoastaladaptationspd2023/consultationHome>. (Note – East Suffolk Council are 'hosting' the consultation on behalf of the partnership authorities).
- If you are unable to submit comments online, you can email your response to [planningpolicy@eastsuffolk.gov.uk](mailto:planningpolicy@eastsuffolk.gov.uk). Responses will also be accepted by post to Planning Policy and Delivery, East Suffolk Council, Riverside, 4 Canning Road, Lowestoft, NR33 0EQ.
- A number of supporting documents are also published as part of this consultation:
- Habitats Regulations Assessment Screening Report
  - Strategic Environmental Assessment Screening Opinion
  - Equality Impact Assessment Screening
  - Initial Consultation Statement (outlining consultation undertaken to date).
- All comments received will be considered and taken into account when finalising the Coastal Adaptation Supplementary Planning Document, which is expected to be adopted Summer 2023. Once adopted, this document will be a material consideration when deciding planning applications.

Please ensure all comments are received by 5pm on **Wednesday 8<sup>th</sup> March 2023**.  
If you have any questions about the consultation, please contact the Strategic Planning Team at GYBC : **Does not mention Caister and Village is not being taken into account**

- e) **Residents** - regarding the toilets at the bottom of Second Avenue, Caister on sea and being disturbed by idiots going down Second Avenue at ungodly hours of the morning. This morning the 5<sup>th</sup> of February I was sat in my front room at 0615am between 0615 and 0626 no less than 7 cars passed my window this in the pitch black. These disgusting people are using the toilets in Second Avenue for other uses than toilet issues. I expect our concerns to be put before the Parish Council and investigated : **Police to be informed**

#### **The Following have been circulated**

- a) **Healthwatch Norfolk** –Newsletters dated 13<sup>th</sup> and 26<sup>th</sup> January 2023  
b) **Norfolk Community Foundation** – Funding & Support News January 2023  
c) **Rural Services Network** - forwarding copies of their:-  
Rural Bulletin - 17<sup>th</sup>, 24<sup>th</sup> and 31<sup>st</sup> January 2023  
Monthly RSN Rural Funding Digest & Government Consultations January and February 2023  
d) **Safer Neighbourhood Team** – January 2023  
e) **NORFOLK AIC** - Newsletters 9<sup>th</sup>, 17<sup>th</sup>, 19<sup>th</sup> 26<sup>th</sup> and 23<sup>rd</sup> January, 3<sup>rd</sup> February 2023  
f) **NCC** – Service Update – 5<sup>th</sup>, 12<sup>th</sup>, 19<sup>th</sup> and 26<sup>th</sup> January 2023 for information  
: **Noted**

#### **137 Emergency Plan**

It was proposed by Cllr. R Coe, seconded by Cllr. B Herring and agreed by all members present that a sum of £500 be set aside in the event of an emergency being called within the village : **Resolved £500 be set aside for any emergency within the village**

#### **138 Elections – Photographic Evidence**

Information received from the Electoral Department, GYBC confirming that they are currently working on an engagement plan to include all electors and especially those who do not have access to internet, this will happily be shared with Council once it is in place :  
**Recommend Council notes this**

#### **139 King Charles III Coronation**

Cllr. K Wood requested that a Working Group be formed to organise events for the Coronation of King Charles III on 6<sup>th</sup> May 2023. Felt Council should work with other organisations in the Village, i.e. Lifeboat, Caister Community Centre, Parish Church and Playing Field, also involve the Schools.  
Working Group to consist of Cllrs. R Coe, D Godbolt, P Hammond, J Hemsworth, R Wilkinson and K Wood **Resolved Council agrees with the above**

**140 Beach Road Car Park**

**Cllr. K Wood** requested a letter be forwarded to GYBC requesting them to stop charging for parking at Beach Road Car Park, thus alleviating on street parking, or consider gifting it to the Parish Council : **Resolved letter be forwarded accordingly**

**141 Cllr. K Wood**

**Social Media Update January**

During the month we reached 18,010 different people and have 4,125 followers.  
We had 168,356 hits

**Top posts**

Lifeboat building works 9,689

Damage to zip wire 3,590

Green Gym clearing path Braddock Road 6,640

Clean up after your dog 5,980

: **Noted**

**142 Date of Next Meeting**

The date of the next meeting will be on:

Policy Meeting 27<sup>th</sup> February 2023 – 1000-1200 hrs.

Parish Council Monday 6<sup>th</sup> March 2023 at     hrs.

Festival Meeting Thursday 9<sup>th</sup> March 1900 hrs.

**143 Closure of Meeting**

The meeting ended at 2030 hrs.

**Chair:**

**Date**