

CAISTER ON SEA PARISH COUNCIL

26th February 2024

A FINANCE COMMITTEE

meeting was duly convened and held at The Council Hall at 1900 hrs.

Present: Councillors R Coe (in the chair)
P Hammond, P Sleet, R Wilkinson and K Wood
Parish Clerk Mrs E Dyble
Asst. Parish Clerk Mrs Z Porter

79 Apologies for Absence

None

80 Declaration of Interest

None

81 Minutes of Previous Meeting

The minutes of the previous meeting held on 29th January 2024 were proposed by Cllr. P Sleet, seconded by Cllr. R Wilkinson, agreed by all members present and signed by the Chair

82 Burial Fees

The present Burial Fees were discussed in full and it was proposed by Cllr. P Hammond, seconded by Cllr. P Sleet and agreed by all members present that fees be increased with effect from 1st April 2024 as per the attached Table. Of Fees : **Resolved recommend Council agrees to increased fees**

83 Review Shop Rents

The present Shop Rents were discussed in full and it was proposed by Cllr. P Hammond, seconded by Cllr. P Sleet and agreed by all members present that Shop Rents be increased with effect from 1st April 2024 to £1,300.00 per annum : **Resolved recommend Council agrees to increased rent**

84 Review Allotment Rents

A review of the Allotment Rents took place and it was proposed by Cllr. R Wilkinson, seconded by Cllr. P Hammond and agreed by all members present to increase the rents to £25.00 per annum with effect from 1st April 2024, plus an increase of £5.00 per annum each year for the following 5 years : **Resolved recommend Council agrees to increase**

85 Yarmouth Road Site

Cllr. P Sleet and Clerk met with Council's Solicitor to discuss the way forward in respect of a claim against the Council relating to the Yarmouth Road Site. Council's Solicitors advised that it would be cheaper for Council to pay what they are asking for rather than go to Court or check with Insurance Company to confirm that Council have cover for such claims. After a lengthy discussion it was proposed by Cllr. P Hammond, seconded by Cllr. P Sleet that claim should be referred to Council's Insurance Company

to deal with : **Resolved recommend Council forwards all communications to the Insurance Company to deal with**

86 Upgrading CCTV

Clerk presented 2 quotes for upgrading the CCTV System at the Council Hall as follows:-

a) To Upgrade CCTV System

Supply and Install 8 Channel Digital Video Recorder
Supply and Install 5 x 4K Dome Style Analogue Cameras
Supply and Install 28" 4K Monitor
Supply and Install 4TB Hard Drive (Approx. 3 Weeks Recordings)
Price on basis of using existing cables
Hire of Cherry Picker for Rear Camera
£2500.00 + VAT

b) 8 full 4k Channel Digital Video Recorder (not 4Kn or 4k lite which only records at 50% picture quality)

4TB Hard Drive (Approx. 3 Weeks Recordings)
5 x 4K Turret Dome Style Analogue Cameras
28" 4K Monitor
12vdc Fixed wall power supply (replacing existing multiplug variants to tidy up existing hanging cabling)
This price based of using existing cables (no provision for new cabling)
includes access equipment for Rear Camera
Remote viewing by smart devices (IPADs/tablets/phones)
£2045.40 + VAT

After discussion it was proposed by Cllr. K Wood, seconded by Cllr. P Sleet and agreed by all members present to accept lowest tender of £2,045.40 + VAT :
Resolved recommend Council accepts Tender of £2,045.40 + VAT

87 Renovating Rear of Council Hall

Clerk presented one quote for renovating the rear of the Council Hall as follows:-

To take down front wall and brick a small pier where wall is cut off

Remove old bin and put bricks down where bin is

To dig up front grass and concrete from where other concrete is to end of wall and out as far as boundary

Place in concrete a couple of concrete planters and Litter bin to stop people parking cars out front

Remove 1 seat and transport to Village Cemetery Shed for storage

And anything else that requires attention

Also jet wash the area which needs doing which is quite dirty

And to remove all rubbish

£2,950

After discussion it was proposed by Cllr. P Sleet, seconded by Cllr. K Wood and agreed by all members present to accept above tender and allow a total of £4,500.00 to include the purchase of a Litter Bin and 2 x Concrete Planters : **Resolved recommend Council agrees with the above**

88 Production of a 3-Year Plan

Cllr. R Coe provided documentation for the preparation of a 3-Year Plan which is required for Council and each Committee. A 3-Year Plan would help with Forecasting, Budgeting & Setting the Precept for a Strategic Plan. After discussion it was : **Resolved recommend Council and each Committee prepares a 3-Year plan**

89 Public Toilet Cleaning Maintenance

A quote was received from Great Yarmouth Borough Services for Caister Toilet Cleaning at Second Avenue and Beach Road from 24th March 2024 to 3rd November 2024 at a cost of £9,241.52 + VAT. After discussion it was proposed by Cllr. P Hammond, seconded by Cllr. K Wood and agreed by all members present to obtain further quotes as soon as possible : **Resolved recommend Council agrees to seek further quotes**

90 Correspondence

GYBC – confirming the level of Parish Precept for 2024/25

Parish Precept & Concurrent Functions Grant 2023425

	Relevant Taxbase		Per Band D
2023/24 Parish Precept Amount	£133,500	2,823	£47.29
2024/25 Parish Precept Amount	£134.000	2,867	£46.75
% change in band D			<u>-1.2%</u>

Total Parish Precept Payable 2024/25

£134,000

: Noted

91 Date of next meeting

The date of the next meeting is 25th March 2024

: Noted

92 Closure of Meeting

The meeting closed at 2005 hrs.

Chair:

Date: