

CAISTER ON SEA PARISH COUNCIL

27th November 2023

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 and K Wood
Parish Clerk Mrs E Dyble

49 Apologies for Absence

Apologies for absence were received from Cllr. R Wilkinson

50 Declaration of Interest

None

51 Minutes of Previous Meeting

The minutes of the previous meeting held on 18th September 2023 were proposed by Cllr. P Sleet, seconded by Cllr. K Wood agreed by all members present and signed by the Chair

52 Seating Area Rear of Hall

Clerk provided a quote for a new bench lay out at 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 was

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

Put a couple of rocks/waste bin on concrete to stop people parking cars out front

Jet wash the whole seating area

Remove all rubbish

£2,950

Quote for benches

For 3 benches to be collected and sand ballasted

Thermal power coated which is for outside in black and returned back to site is

£1,600

After discussion it was proposed by Cllr. P Sleet, seconded by Cllr. P Hammond and agreed by all members present to get quote for benches to be galvanised prior to being Thermal powder coated and bring back to next Finance Committee meeting :

Clerk to obtain quote accordingly

53 Memorial Seats for Cemetery

Discussion took place regarding purchasing 2 x bench seats from Glasdon to replace the rotten ones at the Cemetery at a cost of £585 + VAT each. Plaques to be purchased separately if and when requested. It was proposed by Cllr. K Wood, seconded by Cllr. P Hammond and agreed by all members present to purchase 2 x bench seats from Glasdon : **resolved recommend Council agrees to purchase**

- 2 x Memorial Benches from Glasdon for £585 + VAT**
- 54 Retaining Cemetery Wall**
Chairman informed that he had contacted GYBC regarding Structural Engineers and was informed that it was not their policy to recommend.
After discussion it was proposed by Cllr. K Wood, seconded by Cllr. P Hammond and agreed by all members present to contact the following:
Canham Consulting Ltd. Norwich and John Plummer Partnership Brundall requesting a visit from them to inform what their advice would be for Council on a Risk Assessment for the retaining Wall at the Village Cemetery, Ormesby Road (The Narrows). : **resolved recommend Council agrees to invite the Structural Engineers to visit the site**
- 55 Accounts**
Clerk presented copies of the Quarterly Reconciliation and Income & Expenditure reports to 30th September 2023 for approval.
It was proposed by Cllr. P Hammond, seconded by Cllr. K Wood agreed by all members present that accounts be approved : **recommend Council accepts proposal**
- 56 Polar Express**
Cllr. K Wood informed that the film Polar Express was being shown on Saturday 23rd December 2023 at 1.30pm and requested funding for refreshments, present bags for the children etc. After discussion it was proposed by Cllr. P Sleet, seconded by Cllr. P Hammond and agreed by all members present to allow £350 : **resolved recommend Council agrees to £350 to purchase refreshments and goodie bags for the children**
- 57 Councillor's Training**
Clerk informed that a full day's councillor training (five hours training) cost £180 + VAT. Two evenings, each of two and a half hours, for a total price of £220 + VAT. Councillor training includes training on the roles of different councils and the roles within a council, a look at the legal landscape for councils, how councils behave and get the business done and this includes an introduction to planning. After discussion it was proposed by Cllr. K Wood, seconded by Cllr. P Sleet and agreed by all members present to book 2 x Monday evening sessions in February/March for all Councillors to attend : **resolved recommend Council agrees with the above**
- 58 Review Salaries with effect from 1st April 2024**
Discussion took place and the following recommendations were proposed
Caretaker and Cemetery Maintenance Operative – £11.50 per hour
Clerk - increased to point 28 of the NJC Pay Scales
Asst. Clerk – increased to point 13 of the NJC Pay Scales
It was proposed by Councillor K. Wood, seconded by Councillor P Sleet and agreed by all members present to increases : **resolved recommend Council agrees to increases as stated**

- 59 Precept**
Requirements for the year 2024/2025 were discussed, the final estimates agreed upon being proposed by Councillor K Wood, seconded by Councillor P Hammond and agreed by all members present. Requirements attached hereto and form part of these minutes : **resolved recommend Council agrees to the Precept for the sum of £134,000.00 for 2024/2025**
- 60 Jack Chase Development – Persimmon Homes**
Cllr. P Hammond requested that as West Caister is now deemed as Caister, GYBC gives Caister Parish Council the precept from the Persimmon Homes development off Jack Chase Way. After discussion it was proposed by Cllr. P Sleet, seconded by Cllr. K Wood and agreed by all members present that letter be forwarded to GYBC accordingly : **resolved recommend Council agrees to letter be forwarded to GYBC requesting precept from West Caister to Caister Parish Council**
- 61 Sensory Garden**
Cllr. S Wilkinson requested a grant of £700.00 to establish a Sensory Garden at the King George V Playing Field with students from the schools being involved. After discussion it was proposed by Cllr. R Coe seconded by Cllr. K Wood and agreed by all members present to request further information and bring back to next meeting : **resolved recommend Council awaits further information for next meeting**
- 62 Speed Camera**
Cllr. J Fearnley requested a further speed camera be purchased for the village. After discussion it was proposed by Cllr. R Coe, seconded by Cllr. K Wood and agreed by all members present that no further action is taken : **resolved recommend Council agrees with the above**
- 63 Date of Next Meeting**
The date of the next meeting is 29th January 2023
: **Noted**
- 64 Closure of Meeting**
The meeting closed at 2035 hrs.

Chair:

Date: