

## CAISTER-ON-SEA PARISH COUNCIL

8<sup>th</sup> January 2024

A meeting of the **PARISH COUNCIL** was duly convened and held at the Council Hall at 1900 hrs.

**Present:** Cllr. K Wood (in the chair)  
Cllrs. R Coe, B Davis, J Fearnley, S Griffiths, P Hammond, J Hemsworth,  
J Jarzembski, C Kirk, P Sleet, C Thompson, R Wilkinson and S Wilkinson  
**Parish Clerk** E Dyble

No Parishioner present

### 112 Apologies for Absence

Apologies for absence received from:

**Parish Cllr.** D Godbolt - ill

**Borough Cllrs.** P Carpenter – another commitment – report submitted

### 113 Declaration of Interest

None

### 114 Parishioners Forum

#### REPORT FROM BOROUGH COUNCILLOR – JANUARY 2024

#### Cllr. Penny Carpenter – North Caister Ward

- i) Norfolk County Council have instructed Norfolk Constabulary to investigate the illegal felling of 6- 8 oak trees situated on the Caister By-Pass, enquiries are being conducted by local officers. Norfolk County Council will undertake work to remove the fallen trees, clear the area and re-plant new trees.
- ii) Contractors have completed the installation of the crash barriers on the bypass but will return in March of 2024 to finish off by laying of earth, unfortunately all the wet weather we experienced during the construction it was decided to return to lay the earth in the new year.
- iii) My last report made reference to myself and Councillor Malcolm Bird due to meet with the Highways Engineer on the Norwich Road. We arranged to meet adjacent to Upper Grange Road to inspect the overgrown hedge which had grown over into the road. It was decided to arrange for a trim back to the edge of the pavement adjacent to the bus stop. This will be arranged by our Highways Engineer.
- iv) I received two e-mails from the Parish one being about the condition of the works in progress along the Ormesby Road, the complaint was passed over to Persimmon in Norwich. A representative from Persimmon did in fact attend site to inspect the pedestrian pavement conditions.

The second email covered the unfortunate situation of baby seals who had perished and asked for them to be removed, again I passed onto the Environment and GYS for their attention.

On both occasions I confirmed receipt of these emails and replied accordingly and advised your Parish Clerk of the situation.

- v) Persimmon, once the works have been completed on the Ormesby Road, Persimmon, are due to start on Jack Chase Way, however, I understand that other matters will be brought before Great Yarmouth Planning Department at some point. At time of writing this email I do not have information as to when this will be heard I have also advised the resident who lives on Prince Of Wales Road who independently set up a petition as to a 20 MPH zone at this location has also been informed of the process.
- vi) It has been a year since Norfolk County Council received £49.55m of funding from the Department for Transport (DFT) to improve bus services across the county. There have been huge numbers of improvements already made across the county, and the latest figures show that passenger numbers have increased throughout the year with the number of fare-paying passengers now exceeding pre-covid levels.
- vii) From County Council to Borough Council officers and councillors are faced with ever increasing demands on services, from my own perspective as Cabinet Member for Childrens Services there will be decisions that I will have to make. In the February meeting at County and Borough the subjects of Budgets will be discussed and debated.
- viii) I was sent correspondence via Great Yarmouth Planning Department with regard to 106 monies to be used in Caister and the applications made by three parties, I replied in support of all three applications.
- ix) Recently as the Mayor during December I was invited to a fund-raising event held at Branford's on behalf of the Church which was a well-supported evening. I have been delighted to hand over monies to Caister Lifeboat and Marie Curie as two of my nominated charities. I have had an extremely busy time since May 2023 and I have already resumed my duties as Mayor starting on the 4<sup>th</sup> of January 2024, and I continue to work for the residents of Caister and across the Borough and for the County as a Great Yarmouth Borough Councillor for Caister North and a County Councillor for the Division of Caister.

**: Noted**

#### **115 Minutes**

The minutes of the previous meeting held on 4<sup>th</sup> December 2023 were proposed by Cllr. P Hammond, seconded by Cllr. J Fearnley, agreed by all members present and signed by the Chair.

#### **116 Cemetery Matters**

Exclusive Right to Burial Nos. 1518 & 1519 were signed by the Chair : **Noted**

117

<b>ACCOUNTS FOR PAYMENT 8TH JANUARY 2024</b>				
<b>HALL ACCOUNT</b>				
Salaries	Salaries to 31.12.23	£994.86		£994.86
E-On	Electricity - Direct Debit	100.00	5.00	105.00
British Gas	Gas - Direct Debit - 22.11 to 10.12.23	412.38	82.47	494.85
D L Gunton	Window cleaning 03.01.24	20.00		20.00
PPL PRS Ltd.	Music Licence Royalties	<u>1,481.67</u>	<u>296.34</u>	<u>1,778.01</u>
		<b>£3,008.91</b>	<b>£383.81</b>	<b>£3,392.72</b>
<b>GENERAL ACCOUNT</b>				
Salaries	Salaries to 31.12.23	2,810.30		2,810.30
	Expenses	26.00		26.00
	Tel. rental + calls December	25.00		25.00
British Telecom	Telephone/Broadband 738474	63.58	12.71	76.29
Fasthosts Internet Ltd.	Hosting Website etc. - 05.01.24-06.02.24	20.86	4.17	25.03
" " "	Starter SSL Certificate Renewal	35.00	7.00	42.00
Caister In Bloom	Attending Floral Displays around Village	20.00		20.00
Batchelor Electrical	Christmas Lights etc.	2,800.00	560.00	3,360.00
Tree & Woodland Service	Clearing of trees - Youth Centre site	914.50		914.50
Williams Garage Ltd.	3 x Nordmann Fir Christmas Trees	383.33	76.67	460.00
Blackwell Print	Plans of Playground Posters	130.00	26.00	156.00
Tesco	Refreshments Polar Express	15.83	3.17	19.00
B & M	Coffee Cups, Drinking Chocolate, Biscuits etc.	27.08	5.42	32.50
Amazon	Believe Bell Labels	4.45	0.50	4.95
Amazon	Christmas Kraft Bags + Bells	29.05	5.81	34.86
Amazon	Mini Elf Christmas Maze puzzles	99.50	<u>20.00</u>	119.50
Mr M V Webb	Disposal of Christmas trees	21.00		21.00
Inland Revenue	PAYE Contributions	<u>694.67</u>		<u>694.67</u>
		<b>£8,120.15</b>	<b>£721.45</b>	<b>£8,841.60</b>
	<b>Grand Total</b>	<b>£11,129.06</b>	<b>£1,115.26</b>	<b>£12,234.32</b>

Accounts proposed by Cllr. J Fearnley, seconded by Cllr. R Coe, agreed by all members present

Accounts prepared and signed by RFO - E Dyble

Invoices checked by - Cllr. R Wilkinson

Accounts signed by - Cllr. K Wood, Chair and R Coe, Chair of Finance

## 118 Correspondence

- a) **GYBC** – advising that the Tax Base for 2024/25 was approved at Council on 14<sup>th</sup> December and requested Council's completed grant form with an estimate of the Parish Council's requirements for the financial year 2024/25 be returned to the Borough Council by 12<sup>th</sup> January 2024 - **Resolved Clerk to forward Proposed Precept of £134,000.00 to GYBC**

- b) **PC CHRIS MARTIN** – advising of his engagements for the month of January 2024:-  
 02/01/2023 Caister Methodist Church 10:30 – 11:30  
 03/01/2023 Caister Beavers 18:00 – 19:30  
 04/01/2023 Caister Scouts 19:00 – 21:00  
 05/01/2023 Online Event 19:00 – 21:00 (Requests to be sent to my email  
[Christopher.martin@norfolk.police.uk](mailto:Christopher.martin@norfolk.police.uk)  
 10/01/2023 Ormesby Infant School 10:00 – 12:00  
 19/01/2023 Ormesby Village Hall (Garden Room Café) 11:00 – 11:30  
 19/01/2023 Rabbit Hutch Caister 12:00 – 12:30  
 20/01/2023 Caister Infant School 10:00 – 12:00  
 29/01/2023 Scratby Parish Hall (Memory Club)  
 : **Noted**
- c) **NORTON PESKETT SOLICITORS** – regarding a nuisance claim relating to property situated at 2 Mill Dene, Yarmouth Road, Caister and relating to the presence of Japanese Knotweed which has been determined by a Japanese Knotweed specialist as originating from land owned by the Parish Council. After discussion it was proposed that Council seeks advice from their Solicitors regarding the claim :  
**Resolved Clerk and Chair to liaise with Solicitors**
- d) **GYBC** – informing that our query regarding flood barriers at Second Avenue and Beach Road are being investigated by the Engineering team : **Noted**
- e) **GYBC** – informing that they are presently organising the Management Agreements for the Public Conveniences within the Borough that are externally looked after for next year as these Management Agreements have lapsed over the last couple of years. On their system they have our details down, but can we please advise if we will be continuing to look after the public conveniences for Beach Road and Second Avenue, Caister?  
 After discussion it was proposed by Cllr. P Hammond, seconded by Cllr. J Jazembski to continue with the present agreement with GYBC for them to maintain the toilets at Second Avenue and Beach Road Car Park on behalf of the Parish Council :  
**Resolved inform GYBC accordingly**
- f) **GYBC** – informing that following an invitation for bids for the [spending of developer contributions \(from new residential development\) on public open space](#), we can confirm that bids were received from Caister Cricket Club and Caister Bowls Club as well as the Parish Council. They welcome our views on the submitted bids which will be taken into consideration by the Borough Council to help determine which bids will be approved for funding.  
 Please note that some of the bid files are large and some parishes/wards received multiple bids, so we will be sending out multiple emails where relevant. (Please also note, if you have submitted a bid of your own, you will not be asked for a response on this.)  
 They would be grateful to receive any comments that Council has on the bid(s) at [localplan@great-yarmouth.gov.uk](mailto:localplan@great-yarmouth.gov.uk) to be received by **Monday 8<sup>th</sup> January 2024**.

After discussion it was proposed by Cllr. P Hammond, seconded by Cllr. P Sleet and agreed by all members present that Council are agreeable to the bid from Caister Cricket Club, but have reservations on the bid from the Bowls Club in the placing of Floodlights in the area as these could cause a problem for surrounding neighbours, also possibly require planning permission for these. Council have no objections to the rest of the bid : **Resolved Clerk to inform GYBC accordingly**

- g) **ENVIRONMENTAL OFFICER, NORFOLK & SUFFOLK LAND & WATER TEAM** – informing that Caister bathing water has been designated as ‘good’ for next season, down from ‘excellent’ and they have been investigating the potential causes. If Councillors have any information that could help them in their work to improve water quality in this area, do let them know. Tel: 02030255413 [Lisa.turner@environment-agency.gov.uk](mailto:Lisa.turner@environment-agency.gov.uk)  
: **Noted**

- h) **GLADIATOR EVENTS LTD.** – informing of a fundraising trek for **East Anglia’s Children’s Hospices on 22nd June 2024.**  
As part of this trek they will be passing through our area so wanted to notify you out of courtesy, this event has taken place for the last few years with good response.  
**Event Date:** Saturday 22nd June  
**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. I have attached an overview map for your information.  
They have four rest stops along the way providing refreshments and support to their walkers, these have been pre-agreed with the below locations;  
1. Coronation Hall Mundesley, NE11 8BE  
2. Happisburg Lifeboat Station, NR12 0QL  
3. Waxham Sands Holiday Park, NR29 4EJ  
4. California Cliffs Beach Car Park, NR29 3PG  
**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.  
Let them know if you require any further information about the event.  
Event Manager, Gladiator Events Ltd. [LinkedIn](#) | [Website](#) T: 020 7097 8606  
M: 07769 207494 : **Noted**

- i) **NATIONAL HIGHWAYS** – updating on highway essential safety improvement works on the A47 between Brundall and Acle: This work includes improving warning signs, road markings, road studs, vegetation clearance, verge reinstatement and carriageway resurfacing, which will ensure the A47 remains in a safe and serviceable condition. They need to carry out some further work in the vicinity of Brundall Roundabout to complete these improvements, which will involve road marking and sign installations.  
This work will take place from **Monday 15 January**, lasting **four nights**, working between the hours of **8pm and 6am**

### Closures and diversions

To carry out the work safely, they will need to close parts the A47 westbound and divert traffic as detailed below:

Date	Closure
Monday 15 January	Full westbound closure of A47 between Acle Roundabout and Postwick Interchange
Tuesday 16 January to Thursday 18 January	Full westbound closure of A47 between Acle Roundabout and Brundall Roundabout

A47 westbound traffic will be diverted to turn around at Acle Roundabout and follow the A47, A143, and A146, before re-joining the A47 at Postwick Interchange.

### Access to local villages

To minimise disruption on locals, they are taking additional traffic management measures to enable access and egress from local villages. These are listed below:

Despite the A47 being closed westbound at Acle Roundabout, westbound traffic will still be able to access the A47 westbound between A47 Acle entry slip and Lingwood Road. Traffic will reach a 'hard' closure point at High Noon Lane, Blofield, meaning access into Blofield and Brundall is maintained.

Whilst works on Brundall roundabout take place, temporary two-way lights will be stationed between the roundabout approaches at Cucumber Lane and Yarmouth Road, allowing the services to remain open and travel between Brundall and Blofield via Cucumber Lane.

### How to find out more

To find out more about the scheme, please visit our dedicated website page at:

<https://nationalhighways.co.uk/our-roads/east/a47-brundall-safety-improvements>.

: **Noted**

### The Following have been circulated

- a) **CPRE Norfolk** - New Year's Message
- b) **Groundworks** – December Newsletter
- c) **Norfolk Funding and Support Services** – December Newsletter 2023
- d) **Norfolk Foundation.com** – Funding & Support Newsflash – Launching Apollo
- e) **Rural Services Network** - forwarding copies of their:-
  - Rural Bulletin - 5<sup>th</sup>, 12<sup>th</sup> and 19<sup>th</sup> December
  - Monthly bulletin featuring RSN Rural Funding Digest & Government Consultations
- f) **NORFOLK AIC** - Newsletters 7<sup>th</sup>, 15<sup>th</sup> December and 5<sup>th</sup> January 2024
- g) **NCC** – Weekly briefing Notices 14<sup>th</sup> December 2023

### 119 Planning Matters

**Applications for consideration 8<sup>th</sup> January 2024 from GYBC**

Application ref	Applicant Address	Description
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<b>06/23/0780/HH</b>	31 St Julian Road Elm House Caister NR30 5BZ	Installation of windows to first floor of rear elevation to serve bedroom
<b>Recommendation</b>	<b>No Objection</b>	
<b>06/23/0843/MM</b>	Seashore Holiday Park North Drive Great Yarmouth NR30 4HG	Application for Prior Approval for the proposed installation of a 23.14m high telecommunications mast supporting 6no. antennas, 2no. supporting equipment cabinets at ground level and ancillary works
<b>Recommendation</b>	<b>No Objection</b>	
<b>BA/2023/0465/TPOA</b>	Caister Hall Caister Castle West Caister.	T1: Hawthorn - pollard to orange mark O1: Sycamore - fell, T11: Alder – Crown reduction of approx. 4m, O2: Ash (dead) - fell, T12: Beech – crown lift to 2.4m, O3: Sycamore - fell.

This letter is to advise you that an application for Works to Trees Subject to a TPO has been received by the Broads Authority for the location detailed above. The application documents can be viewed on the Broads Authority's Public Access document management system at <http://www.broadsauthority.gov.uk/planning/application-search>.

<b>Recommendation</b>	<b>No Objection</b>	
<b>06/23/0616/D</b>	Nova Scotia Farm (Land at) Jack Chase Way (West of) West Caister Great Yarmouth	Reserved Matters application for details of appearance, landscaping, layout & scale of development for 173 residential dwellings with associated infrastructure, drainage basin, access road and highways works representing part Phase 1(a) pursuant to outline planning permission 06/19/0676/O (development of up to 665 dwellings, local centre, land for primary school, health centre, highways works and open space) (Amended plans and revised and additional information received)
<b>Recommendation</b>	<b>No Objection</b>	
<b>06/23/0783/HH</b>	Holly Lodge 5 Green Lane	Proposed two-storey extension to create additional bedroom

<b>Recommendation</b> <b>06/23/0900/PDE</b>	Caister NR30 5EW <b>No Objection</b> 12 Westerley Way Caister NR30 5AJ	and garage Caister NR30 5EW  Prior approval - larger home extension - Single storey rear extension to form kitchen/dining area at
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**Recommendation      No Objection**

**120      Cllr. B Davis** - Proposed Council re-instates the Parish Surgeries, to establish frequency, dates and venue and to invite the Borough Councillors to, in turn, attend each meeting. After discussion it was agreed a trial for 6 months commencing in March, with 2 Councillors and Borough Councillors. Cllr. R Coe to find a venue : **Resolved Cllr. R Coe to acquire a venue for commencing Surgeries in March 2024.**

**121      Cllr. J Hemsworth** - Proposed seconded by Cllr. P Sleet and agreed by ail members present that Council signs up to the Community Alcohol Partnership : **Resolved Clerk to contact PC Chris Martin fort details on joining the Community Alcohol Partnership**

**122      Cllr. C Thompson** - Proposed Council discusses Caister Festival 2024 Event : **Resolved Chair informed that there was a Festival meeting at the Rabbit Hutch on 18<sup>th</sup> January 2024 at 7.15pm**

**123      Cllr. K Wood**

i) **Social Media Update December**

Last month was all about advertising the CHRISTMAS EVENTS and weather

**Top Posts**

Christmas beach picture and weather 32,147

Take care in storm 17,000

Christmas Lantern pictures 5,800

Christmas Star pictures 8,298

Posts seen during December by 93,800 people and engagements with 14,000

29 new followers in month, taking total followers to 4,600 - another successful month

**124      Agenda Items for next Parish Council Meeting**

Cllr. B Davis – re-instate Parish Council Surgeries

Cllr. R Coe – Proposed 5 year Plan for Parish

**125      Date of Next meeting**

Finance Committee meeting 29<sup>th</sup> January 2024 @ 1900 hrs.

Parish Council meeting Monday 5<sup>th</sup> February 2024 @ 1900 hrs.

**126      Closure of Meeting**

The meeting ended at 2005hrs.



**Chair:**

**Date:**