



CAISTER-ON-SEA

CAISTER-ON-SEA PARISH COUNCIL
The Council Hall, 1 Yarmouth Road, Caister-On-Sea,
Great Yarmouth, Norfolk, NR30 5DL
Office opening times:
Monday-Thursday 9.30-12.30
Clerk: 07873 756 239 RFO/Burials Clerk: 07751 444 904 Office: 01493 738 474

FULL COUNCIL MEETING - 3 NOVEMBER 2025

I give notice of a Parish Council meeting and invite parishioners to attend.
The meeting will be held at The Council Hall, 1 Yarmouth Road, Caister, Norfolk, NR30 5DL on
Monday 3 November 2025 at 7pm.

K L Green

Karina Green
Parish Clerk
28 October 2025

AGENDA

1. **To consider apologies for absence**
2. **Declarations of interest not previously disclosed**
3. **To approve the minutes of the previous meeting held on 6.10.25**
4. **Public participation**
 - a. The public will have the opportunity to address the Council for 15 minutes. In accordance with Standing Order 3(f), a member of the public shall not speak for more than five minutes.
 - b. To receive reports from Borough and County Councillors and Police.
5. **Financial Matters**
 - a. To approve bank accounts, current balances and income and expenditure for October 2025
 - b. To receive monthly bank reconciliations: October 2025.
 - c. To receive spend against budget to date.
 - d. To consider the quotation of £35 per quarter maximum frequency, to dispose of cleared wood/debris from Caister Village Cemetery.
 - e. To consider quotes for CSAS marshalls for Remembrance Sunday Service as per Norfolk County Council/Highways requirements.
 - f. To approve the transfer of the 2025 Village Festival monies (surplus) to Caister Playing Field for the community Sensory Garden project.
6. **To consider any recommendations from the Personnel Committee meeting held on 3 November 2025 (6.30pm)**
7. **To consider all cemetery matters**
 - a. To receive and sign Exclusive Rights applications.
8. **To receive and comment on planning applications received**

- a. **06/25/0799/OBL (Land at Nova Scotia Farm, Caister):** Application to part discharge a Section 106 Agreement planning obligation dated 24 May 2023 pursuant to pp 06/19/0676/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 uses); land for a primary school; health centre; plus associated infrastructure and open space) - Schedule 5: Recreational Impact Avoidance and Mitigation Contribution for Phase 1a.
- b. **06/25/0750/PPA (Land at Nova Scotia Farm, Caister, West of Jack Chase Way):** Planning Performance Agreement ; Phases 2 and 3.
- c. **06/25/0796/F (Land at Garfield Villa Garfield Terrace NR30 5DG):** Erection of 3no. single storey dwellings.
- d. **06/25/0795/F (Land at 1 Garfield Terrace Garfield Terrace NR30 5DG):** Proposed demolition of annex and garage, and sub-division of existing front garden and erection of 1no. bungalow on land.
- e. **06/25/0743/F (Caister Castle Lane NR30 5SN):** Installation of a 184-panel ground mounted PV solar array.

9. Correspondence

- a. **Crime Statistics**
- b. **Speed Radar Sign Data - October 2025**
- c. **Japanese Knotweed maintenance report**

10. To receive report from Safer Neighbourhood Meeting held on 23 October

11. To consider the application for extended leave to be reviewed at the Annual Parish Council Meeting in May 2026 for Councillor Alison Scotter.

12. To consider progression of pre planning application at Old Youth Club Site

13. To consider refurbishment/repair the Parish Council Hall Clock – Cllr J Jarzembki.

14. Parish Office

- a. To consider quotation and appointment of internal auditor as Susan Lake for 2025/2026.
- b. Appraisal process for November 2024-October 2025.
- c. Whole Council Training.

15. Chair update

- a. Social Media
- b. Sensory Garden
- c. Remembrance Sunday
- d. Light up Caister

16. Agenda items for the next Full Council meeting

17. To agree dates of next meetings

- a. Finance Committee – 17 November 2025, 7pm

- b. Full Council – 1 December 2025, 7pm
- c. Full Council – 5 January 2026, 7pm
- d. Finance Committee – 19 January 2026, 7pm
- e. Full Council – 2 February 2026, 7pm
- f. Full Council – 2 March 2026, 7pm
- g. Finance Committee – 16 March 2026, 7pm
- h. Full Council – 30 March 2026, 7pm

18. Closure of meeting