

# Minutes of CAISTER-ON-SEA PARISH COUNCIL MEETING

Held on Monday 19<sup>th</sup> April 2021 at 1900 hrs.

This meeting was held virtually under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 via ZOOM.

Present: **Cllr.** A Baker (in the chair)  
**Cllrs.** R Batchelor, R Coe, J Fearnley, D Godbolt, P Hammond, B Herring, C Kirk,  
P Sleet, J White, R Wilkinson and K Wood  
**Borough Cllrs.** P Carpenter

New members of the Parish Councillors Rob Batchelor and Joshua White.

## 91 Apologies for Absence

Apologies for absence were received from:

**Cllrs.** M Clifford - Health problems  
B Davis - No Zoom  
B Lawn – Internet problems  
R Peasgood – Internet problems

**Borough Cllr.** G Carpenter

## 92 Declaration of Interest

None

## 93 Parishioners Forum

- a) NCC Cllr. P Carpenter informed that the delivery of road works in the Caister and Ormesby area will be taking place between May-September 2021 : **Noted**
- b) Cllr. K Wood informed that the light on Beach Road Car Park was still not working, spoke to Cllr. B Lawn at the end of last year and on speaking to the fishermen this morning was informed that the light was still not fixed. : **Cllr. P Carpenter to investigate matter**

## 94 Minutes

The minutes of the previous meeting held on 8<sup>th</sup> March 2021 were proposed by Cllr. P Hammond, seconded by Cllr. B Herring, agreed by all members present and signed by the Chairman.

## 95 Clerk's Report

- a) Waste bins on Mallards Estate awaiting reply from Paul Houghton, GYBC, I have been in touch with Clems and WT Waste who informed that they do not deal with that type of waste bin, they only deal with wheelie bins : **Noted await reply from GYBC**
- b) Cllr. K Wood informed that the Memorial Bench awaiting installation, he had spoken with Vicar and Derek's wife, the plan is to have a Memorial Service in the Church, after all Covid restrictions are lifted, then go across to the bench and the Vicar will dedicate it : **Noted**

- c) Cycling a pavements – Chief Supt. being invited to Annual Parish meeting : **Noted**
- d) Reclaimed VAT back from HMRC

## 96 Cemetery Matters

- a) Exclusive Right to Burial No. 1497 was signed by the Chairman : **noted**
- b) Review Cemetery charges : **Agreed to defer until June meeting with possible increase of 2.5%**
- c) Increase of £6.67 from £173.33 to £180 per calendar month for Cemetery maintenance : **Noted and agreed by all members present**

## 97 Planning Matters

### Applications for consideration on 19<sup>th</sup> April 2021

Application ref:	Applicant Address	Description
06/21/0106/PDE	13 Upper Grange Crescent Caister NR30 5AR	Notification of larger home extension – Demolition of rear conservatory and creation of new Kitchen and Dog Room by extending the existing gable roof over new extension: Garage roof to be extended to incorporate a new Bedroom area and flat roof to extend over the new Dog Room

### Object overdevelopment of site

06/21/0153/F	164 Ormesby Road, Caister NR30 5NL	Proposed loft conversion with dormers
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### No Objection

06/21/0164/F	29 Breydon Way Caister NR30 5NL	Proposed two storey side extension and a single storey rear extension with alterations to windows/doors including canopy to new front door
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### Object – Overdevelopment of site

06/21/0170/F	10 Gilbert Road Caister NR30 5LW	Proposed demolition of garage and erection of single storey rear extension with alterations to internal floor plan
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### No Objection

06/21/0172/F	8 Elizabeth Crescent Caister NR30 5LT	Proposed single storey front extension
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### No Objection

06/21/0173/F	9 Edinburgh Close Caister NR30 5LU	Proposed garden tool store and garden room to front of property
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### No Objection

06/21/0211/F	9 Gilbert Road Caister NR30 5LW	Proposed 2 storey side extension, single and 2 storey
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**No Objection**

**98 Accounts – April 2021**

<b><u>HALL ACCOUNT</u></b>		<b><u>NETT</u></b>	<b><u>VAT</u></b>	<b><u>GROSS</u></b>
Salaries	Salary to 31.03.21	767.75		767.75
E-on	Electricity - Direct Debit	55.25	2.75	58.00
R D Carpets & Flooring	Skirting and beading for Hall floor	550.00	<u>110.00</u>	660.00
D L Gunton	Window Cleaning 22.03.21	<u>20.00</u>		<u>20.00</u>
		<b>£1,393.00</b>	<b>£112.75</b>	<b>£1,505.75</b>
<b><u>GENERAL ACCOUNT</u></b>				
Salaries	Salary to 31.03.21	1,929.33		1,929.33
	Expenses	52.00		52.00
	Tel. rental + calls March	22.50		22.50
British Telecom	Telephone/Broadband 738474	52.99	10.59	63.58
Fasthosts Internet Ltd	Hosting Website - 05.03.21-05.04.21	10.00	2.00	12.00
Norfolk ALC	Annual Subscription 2021/22	1,019.59		1,019.59
David Ogilvie	Maritime Seat Ships Wheels	1,161.00	232.20	1,393.20
John Lewis	Laptop	190.83	38.17	229.00
Caister In Bloom	Attending War Memorial Site March	20.00		20.00
Hughes	Laptop	208.32	<u>41.67</u>	249.99
Inland Revenue	PAYE Contributions	<u>405.37</u>		<u>405.37</u>
		<b>£5,071.93</b>	<b>£324.63</b>	<b>£5,396.56</b>
	<b>Grand Total</b>	<b>£6,464.93</b>	<b>£437.38</b>	<b>£6,902.31</b>
<b><u>INCOME</u></b>				
Interest		£1.90		
Re-charge Cemetery a/c		£403.49		
Newsletter Advert		£100.00		
Allotment Rents		£10.00		
SMB - Ins. Mat Storage		£22.50		
GYBC - LRSB 44 Day		£2,096.00		
Closure of Hall				
Refund John Lewis		£229.00		

Accounts proposed by Cllr. P Sleet, seconded by Cllr. J Fearnley, agreed by all members present

**Quarterly Reconciliation Statement to 31<sup>st</sup> March 2021**

**Income & Expenditure Statement to 31<sup>st</sup> March 2021**

Proposed by Cllr R Coe, seconded by Cllr. D Godbolt and agreed by all members present

**99 Correspondence**

- a) **DANIEL YALLOP – SENIOR TRANSPORT OFFICER** re long term changes to Service 4 operated by First Bus. (copy letter attached) : **Borough Councillor Penny Carpenter has written to Daniel Yallop re No.4 bus service, awaiting reply**
- b) **MARK WYTON NCSGRP** - re Increase charge for maintaining the Seasonal Toilets from £2,200.00 to £2653.50 + VAT per toilet for the 2021 Season : **Noted and Accepted by Council**
- c) **PLAYING FIELD MANAGEMENT COMMITTEE** Grant Application Form (copy attached) Cllr. R Coe informed that Council needs to look at Grant application requests, maximum amount of Grant to a Charity is £100 as written in Standing Order Annex (g) paragraph 2 and passed by Council in October 2019. Cllr. Coe identified it as S137 monies. Person who applies for the Grant must have the documentation that goes with it to satisfy the criteria. Anyone who applies for a Grant should be provided with the documentation laying out the rules on the provision of Grants from the Parish Council, that is the correct procedure to follow and everybody who applies for a Grant will have the details in front of them and will know the maximum amount they can apply for.  
After discussion it was:  
Proposed by Cllr. K Wood, seconded by Cllr. P Sleet and carried by all members present to place on the Agenda for the next Parish Council meeting to increase the figure detailed in the Grant Application process from £100, and that all Grant application forms sent should include a copy of the Policy regarding Grants from the Parish Council : **Noted Item be placed on Agenda for next meeting**
- d) **CLLR. J FEARNLEY** - informed that he wished for somebody else to take over being the correspondent for the Village News in the Great Yarmouth Mercury. When he sends his report to the Mercury, they invariably edit it and is not happy with how they then lay it out in the Mercury : **No volunteer came forward**
- e) **GYBC** – regarding ‘The search is on for Community Champions’ (copy attached) : **Noted**
- f) **CCA** – forwarding a copy of their Annual Report & Financial Statements year ending 31<sup>st</sup> January 2021 : **Noted**

**The Following have been circulated**

- a) **HEALTHWATCH NORFOLK** – re their ‘Cancer Project by Healthwatch Norfolk The Countryside Charity Norfolk – Spring Issue of Norfolk Voice
- b) **NHS FOUNDATION TRUST** – March Newsletter and Governors meeting March 2021 important information regarding the NHS Covid-19 vaccination programme
- c) **NORFOLK CONSTABULARY** - Great Yarmouth Cluster Newsletter March 2021
- d) **RURAL SERVICES NETWORK** forwarding copies of their:-
  - i) Rural Bulletin - 9<sup>th</sup>, 16<sup>th</sup>, 23<sup>rd</sup> and 30<sup>th</sup> March and 7<sup>th</sup> April for information
- e) **NCC** - i) 1 Million Trees Update
  - ii) Kickstart Scheme

- iii) Latest Information, Advice, Useful Links and Service Updates 4<sup>th</sup>, 11<sup>th</sup>, 18<sup>th</sup> 25<sup>th</sup> March and 1<sup>st</sup> April
- f) **NALC** Chief Executive's Bulletin
- g) **NORFOLK ALC** i) Bulletins 2<sup>nd</sup>, 9<sup>th</sup>, 23<sup>rd</sup> and 30<sup>th</sup> March  
ii) Training Newsletter March 2021
- h) **NORFOLK ALC WELLBEING** forwarding various documents for information and 12<sup>th</sup>, 14<sup>th</sup>, 18<sup>th</sup>, 19<sup>th</sup> and 27<sup>th</sup> March  
: **All the above Noted**

#### 100 **Newsletter**

- a) Cllr. J Fearnley presented costings for printing more copies of the Village Newsletter as follows as 500 copies presently printed are distributed very quickly.  
1000 48pp A5 Brochures "Caister Parish Council - Newsletter" £745.00  
1,500 copies £865.00 - 2,000 copies £988.00  
After discussion it was proposed by Cllr. J Fearnley, seconded by Cllr. K Wood and agreed by all members present to get 1,000 copies printed at a cost of £745.00  
: **Noted**

#### 101 **Cinema**

Cllr. P Sleet proposed, seconded by Cllr. K Wood that subject to Government lockdown rules and in line with the guidelines currently laid out, to re-open Caister Parish Council Cinema on Friday May 28<sup>th</sup> and to run fortnightly thereafter, with an entry price of £4.50 per adult including a hot or cold beverage. It is also planned to put on a Christmas show for the children of this village on Saturday 18<sup>th</sup> December, admission by ticket only as in previous years.  
After discussion it was felt that no increase should be made to the entry price of £4 per ticket and as the kitchen will be out of bounds until all government restrictions are lifted because of the one-way system in operation no refreshments will be provided : **Agreed by all members present**

#### 102 **Facebook Update**

Cllr. K Wood reported that during March 2021 and April 18<sup>th</sup> we now have 3,362 followers, with 3,416 likes. We continue to grow reaching 35,000 people during March/April. From March 22<sup>nd</sup> to 16<sup>th</sup> April achieved 197,000 hits

##### **Top Posts**

Speeding 5,000  
Flowers 4,000  
Covid news 5,000  
Fishermen post 4,500  
Thank you to Postmen posts 6,700  
Walking Wellbeing post 4,500  
Caister walk of names post 3,400  
: **Noted**

#### 103 **Agenda Items for Next Meeting**

Cllr. P Sleet request for Senior Police Office Presence at next meeting  
Cllr. K Wood proposed to consider increasing the figure detailed in the Grant

Application Policy from £100  
: **Noted**

**104 Date of Next Meetings**

The date of the next meeting will be on Monday 17<sup>th</sup> May 2021 – Annual Parish Meeting **at 1900 hrs. followed by the Annual Council meeting**

**105 Closure of Meeting**

The meeting ended at 2000 hrs.

**Chairman:**

**Date:**