

CAISTER-ON-SEA PARISH COUNCIL

4th November 2024

A meeting of the **PARISH COUNCIL** was duly convened and held at the Council Hall at 1830 hrs.

Present: Cllr. K Wood (in the chair)
Cllrs. J Fearnley, D Godbolt, S Griffiths, P Hammond, J Jarzembki,
C Kirk, A Robinson, A Scotter, P Sleet, C Thompson, R Wilkinson and S Wilkinson
Parish Clerk E Dyble, shadowed by K Green Newly appointed Parish Clerk

16 Parishioners present

A representative from Anglian Water, Mr Joe Thompson, was in attendance and discussed the ongoing problem that Caister has with odour emanating from the Water Treatment Works. He was under the impression that it had improved recently, but was assured by residents present that it hadn't. He informed that there was still remedial work ongoing at the present time and hoped a resolution would be achieved shortly.

82 Apologies for Absence

Apologies for absence received from:

Parish Cllr. J Hemsworth – another commitment

Borough Cllrs. P Carpenter – another commitment

G Boyd – work commitment

83 Declaration of Interest

None

84 Parishioners Forum

PC Chris Martin – informed and updated Council on the burglaries that had taken place within the area recently. He stated that foot patrols had been stepped up around Caister and that if anything suspicious is seen contact should be made by ringing 999 for an emergency or 101 to report it.

85 Minutes

The minutes of the previous meeting held on 7th October 2024 were proposed by Cllr. P Hammond, seconded by Cllr. R Wilkinson, agreed by all members present and signed by the Chair

86 Hall Committee

The minutes of the meeting held on 21st October 2024 were – **Received**

Consider recommendations from the meeting:-

a) **Current hall maintenance requirements:**

- Roof Leak and slipped slates on roof – **Clerk to obtain tenders for repair**
- Ground level rear of Men's toilet – **Clerk to get Handyman to check**

- Bird netting over men's toilet – **Clerk to request Handyman to repair**
 - Rear trees over hanging neighbouring properties to the East – **Clerk to contact Tree Surgeon to look at trees**
 - Floor near hall Fire Exit – **Clerk to contact Men's Shed regarding repair**
- b) **South Side boundary of Hall**
Propose writing to neighbour to confirm they are accessing their land over Council land which they have no legal right to do and that access can be removed at any time by the council – **Clerk to forward letter accordingly**
- c) **To produce a list of routinely required external inspections & maintenance activities:**
- Fixed Electrical testing
 - PAT testing
 - Fire Alarm service
 - Fire Extinguisher Servicing
 - Emergency Lighting servicing
 - Intruder Alarm Servicing
 - CCTV Servicing
 - Gas boiler servicing
- d) **Maintenance/Health & Safety Inspection**
Council to consider carrying out a maintenance/health & safety inspection, sample template attached. WCCC-1172289586-1441.doc
Resolved Clerk to arrange for Building to be surveyed for Asbestos
: Noted above proposed by Cllr. P Sleet, seconded by Cllr. S Wilkinson and agreed by all members present

87 Finance

The Finance Minutes from the meeting of 28th October 2024 were – **Received**

Consider recommendations from the meeting: -

Update from meeting of 23rd September 2024

a) **Accounts**

It was **Resolved** recommend Council approves the Quarterly Reconciliation and Income & Expenditure reports to 30th September 2024 as presented : **Approved**

b) **Precept**

It was **Resolved** recommend Council approves the Draft Precept/Budget for 2025-26 of £140,193.20 : **Approved**

c) **Lloyds Bank**

It was **Resolved** recommend Council contacts Unity Trust Bank regarding their bank charges, fees etc. for comparison as Lloyds Bank informed that they were charging an Account Maintenance fee for transactions on our Treasurers Account with effect from 14th January 2025 and changing it to their new Community Account which is designed for not-for-profit organisations with a turnover of less than £250,000 a year.

: Enquiries be made accordingly

: All above recommendations proposed by Cllr. R Wilkinson, seconded by Cllr. P Sleet and agreed by all members present

ACCOUNTS FOR PAYMENT 4TH NOVEMBER 2024				
HALL ACCOUNT				
Salaries	31.10.24	1,327.59		1,327.59
E-On	Electricity - Direct Debit	114.28	5.71	119.99
British Gas	Gas 27.09-28.10.24	134.35	8.23	142.58
Mr T Marsden	Toolstation Receipt - Toilet repair	6.15	1.23	7.38
Flameskill	Servicing of Fire Extinguishers	51.50	10.30	61.80
GYBC	1/2 Year Rates	249.00		249.00
C R Levers	Servicing of Gas Boiler	90.00	<u>18.00</u>	108.00
D L Gunton	Window cleaning 10th October 2024	<u>25.00</u>		<u>25.00</u>
		£1,997.87	£43.47	£2,041.34
GENERAL ACCOUNT				
Salaries	Salaries to 31.10.24	3,384.24		3,384.24
	Expenses	26.00		26.00
	Tel. rental + calls October	25.00		25.00
Nest	Pension T Marsden	33.37		33.37
British Telecom	Telephone/Broadband 738474	73.80	14.76	88.56
Caister In Bloom	Attending Floral Displays around Village	20.00		20.00
Playing Field Man.Comm.	Grant for Caister Wonderland Event 2024	350.00		350.00
Royal British Legion	Poppy for War Memorial	19.99	4.50	24.49
Cartridge Save	High Capacity Toners	233.90	46.78	280.68
Viking	Stationary	63.96	12.79	76.75
Viking	Laminator	29.94	5.99	35.93
Hardware Express	Batteries for Speed Camera	170.75	34.16	204.91
Paul Robinson Partnership	Architectural fees	2,051.43	410.29	2,461.72
Starboard Systems Ltd	Scribe Accounts Subscription 2024	69.00	13.80	82.80
Amazon	Safe-tec Fireproof Bag for Batteries	28.65	5.74	34.39
Amazon	Diaries 2025	22.40	4.48	26.88
NCC	Road Closure for Light Up Caister 7.12.24	45.00		45.00
Blackwell Print	Sign for Children's Play Area	230.00	46.00	276.00
Blackwell Print	Printing of Newsletter 'Winter 2024'	960.00		960.00
Blackwell Print	Printing 4 x AO Posters	27.10	5.42	32.52
Adams Cleaning & Maint.	Public Toilet Cleaning - 15.09 - 13.10.24	400.00	80.00	480.00
Greenbarnes Ltd.	Noticeboard Centurion Bus Shelter	846.64	<u>169.33</u>	1,015.97
Inland Revenue	PAYE Contributions	<u>987.49</u>		<u>987.49</u>
		£10,098.66	£854.04	£10,952.70
NEW BUILD				
Action Play & Leisure	Balance of Children's Play Area	£68,281.00	£13,656.20	£81,937.20
	(to be refunded by GYBC from 106 monies)			
FESTIVAL 2024				
Toilets to Go	Portable Toilet Rental	£590.00	£118.00	£708.00
	Grand Total	£80,967.53	£14,671.71	£95,639.24
INCOME				
Interest		£430.66		
Lettings		£1,159.00		
Rents		£650.00		

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

89 Correspondence

- i) **Ormesby Road** – NCC Highways confirming that they will get the gateway signs ordered through Glasdons who take around 6-8 weeks to deliver and NCC expect installation to be year-end/start of next year : **Noted**
- ii) **NCC** - writing to inform Council that the County Council has published the proposed Main Modifications of the Norfolk Minerals and Waste Local Plan (NM&WLP). These have been published to allow representations on the soundness and legal compliance of the Main Modifications to be made, over an eight-week period, between **9am on 17 October to 5pm on 13 December 2024**. [View and respond to the proposed Main Modifications](#) : **Noted**
- iii) **Parishioner** – informing that they are having problems with parked cars across their drop kerb and right up to the boundary line limiting their access in and out of their property causing a hazard and obstruction! They have had several near crashes due to this and also ripped their exhaust off their car due to cars parking so close and across the drop kerb making it difficult to exit their driveway! There is also an environmental problem at the property. They are requesting help as it is all affecting their mental health : **Noted. Clerk to forward to Police and Environmental Health Dept. GYBC**
- iv) **Burglaries** – information received that two males were arrested in relation to Phone Shop and 4 other business burglaries in the district, one other being the post office in Caister. They were also arrested for other matters. There have been no arrests made with regards to the residential burglaries. The two males are on bail for the offences with strict conditions : **Noted**

v) **Crime Stats**

Type of Crime/Month	January	February	March	April	May	June	July	August
Violence and Sexual	15	20	25	33	25	9	20	21
Theft	1							
Public Order	2	1	1	2				1
Criminal Damage	1	1	2	2	1		2	5
Anti-Social Behaviour	2	2	7	1	6	9	2	1
Vehicle	1	1						
Drugs		1	1		2	2	1	
Shoplifting		1	2		1		2	
Burglary				1	1	1		1
Possession of a Weapon								1

: **Noted**

- vi) **Additional Patrols** - in light of the recent spate of burglaries across the district of Great Yarmouth the Police want to reassure residents that this is being taken very

seriously. They have been increasing high visibility patrols. It is important that residents are vigilant when leaving their properties ensuring all doors and windows are securely locked : **Noted**

vii) **Co-Option request for Parish Councillor**

An application form has been received from a Mr Alan Walker to become a Parish Councillor for Caister : **Resolved Mr Walker be co-opted onto Parish Council with immediate effect**

- viii) **NCC Highways** –confirming that the relevant documents for the Road Closure on Saturday 7th December 2024 for Light up Christmas have been prepared and forwarded a copy of the notice that should be displayed at the end of each road being closed or restricted as soon as possible and at least 14 days before the event is due to be held. This will also be available on Norfolk's web page at [Events temporary traffic orders - Norfolk County Council](#) and distributed to other bodies such as the emergency services for their information. An Order has been prepared but it is not our usual practice to distribute documents with a signature, but a copy can be made available if you so wish : **Noted, Notices be displayed accordingly**

The Following have been circulated

- a) **Woodland Trust Newsletter** - October 2024
- b) **Rural Services Network** - forwarding copies of their:-
Rural Bulletin – 8th, 15th, 22nd and October 2024
- c) **Norfolk Alc** - Newsletters 9th and 21st and 31st October 2024
- d) **NCC** – Weekly briefing Notices 10th, 17th, 24th and 31st October 2024

90 Precept 2025/26

- a) **Cllr. P Sleet** informed that the Precept for 2025/26 would place a cost of £2 per annum on a Band D property : **Noted**
- b) **Cllr. P Sleet** requested approval for the Clerk to purchase 2 x Laptops for the use of the newly appointed RFO and Clerk. After discussion it was proposed by Cllr. K Wood, seconded by Cllr. J Jarzembski and agreed by all members present to purchase 2 x Laptops accordingly

91 Cllr. K Wood

a) **Social media Update October**

56 new followers taking number to 5,300 with 4,100 likes and 687 shares
Posts reach 243,000

Top posts

New park 26,197 and 9,589

Old railway and now picture 14,800

Lifeboat launch pictures 8,700 and 14,700

GYBC plan, no infrastructure, quality of life 4,895

Christmas lights local businesses support 9,800

Another good month

- b) **New Play Park**
 All completed
 Opened by Junior School Council
 Complete success, all passed, Safety Certificate in place
 Signage up, fencing to be completed by Men's Shed probably this Friday. Thanks for their support in putting up signage and fence moving
 GYBC to remove their equipment that has failed safety tests gifting Parish Council the two sets of swings and crow's nest, everything else going
- c) **Sensory Garden**
 Planning permission for fencing completed this week
 Also meeting in October agreed Contractors for groundwork and costs
 Realistically no work on site until 2025
- d) **Remembrance Service**
 This Sunday
 Would be good to have as many Councillors there as possible
 11.55 we have volunteers from Men's Shed and Community Centre to close roads will provide high viz
- e) **Christmas lights is 7th December**
 Trees the Saturday morning of 30th meet at Hall at 9.45am
 Hall Lights liaison with Rob Batchelor
 Star on church Rob Batchelor and volunteers
 Road closures Tan Lane from 5.30 until 7pm on 7th December
 Barriers need to be resolved
 PA system for countdown
- f) **Speeding on Norwich Road**
 Complaints from residents
 Request for speed camera team on that road
- g) **Beach Road Car Park**
 Request for charges to be dropped or car park repaired by GYBC, their answer it would cost 400,000 to surface car park and they have no money in budget they are not prepared to alter charges and they will look at repairing potholes
- h) **Jack Chase Way Development**
 Hedgerows are down to Norfolk County Council Highways and Persimmons
- i) **Update on plan for further 1100 houses on our boundary** requested
 second consultation be held in Caister as we have biggest development, was told the decision has been made to hold consultation in same places as before and they will not hold one in Caister despite our request, when we raised the point that the previous consultation was poorly advertised and poorly attended they said they were always open and transparent but still would not hold one in Caister.
 We raised the question of lack of infrastructure and how people's lives would be effected leading to quality of life being effected they had some sympathy but said it was not for them but the government to put in the infrastructure and we should approach our MP, not the answer we were expecting
- j) **Planning**
 The outsourcing of planning by GYBC to a London Company is as a result of a

shortage of qualified planners and is to reduce the backlog, they say this is a successful project

k) **Boundary Change**

Regarding the new development on our boundaries, GYBC recommend we apply to have this boundary moved to include the new development, they have no objections to this

92 Agenda Items for next Parish Council Meeting

None

93 Date of next Meetings

Parish Council meeting Monday 2nd December 2024 @ 1900 hrs.

Hall Committee – 20th January 2025

Finance Committee – 27th January 2025

94 Closure of Meeting

The meeting ended at 2040 hrs.

Chair:

Date: