

CAISTER-ON-SEA PARISH COUNCIL

7th October 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. J Fearnley, D Godbolt, P Hammond, J Hemsworth, J Jarzembki,
C Kirk, A Scotter, P Sleet, R Wilkinson and S Wilkinson
Parish Clerk E Dyble

6 Parishioners present

64 **Apologies for Absence**

Apologies for absence received from:

Parish Cllrs. S Griffiths – unwell

C Thompson - unwell

Borough Cllr. P Carpenter – another commitment (report submitted)

Thanks be forwarded to Cllr. P Carpenter for payment of £2,782.14, from her Highways Budget for re-surfacing of the Cemetery footpath.

65 **Declaration of Interest**

None

66 **Parishioners Forum**

Resident complaining about the Oduor emanating from the Sewage Treatment Plant over the past couple of months. He informed that he had been in touch with GYBC Environmental Health Department who explained that he had not received any complaints from Caister Parish Council regarding this, but he would be investing it further.

Chairman explained that he had also spoken to the Environmental Health Dept. and Anglian Water on numerous occasions over the past two months, but had as yet received a positive outcome

67 **Minutes**

The minutes of the previous meeting held on 2nd September 2024 were proposed by Cllr. P Sleet, seconded by Cllr. P Hammond, agreed by all members present and signed by the Chair

68 **Finance**

The Finance Minutes from the meeting of 23rd September 2024 were – **Received**

Consider recommendations from the meeting: -

Update from meeting of 23rd September 2024

a) **Grant Application**

It was **Resolved** recommend Council agrees to Grant of £350 (\$137) to Caister Wonderland providing they declare that all profits made will be given to the Playing Field Management Committee : **Agreed**

b) **Light Up Caister**

It was **Resolved** recommend Council agrees to decline Quote of £7,790.19 + VAT = £9,348.23 received from Amey Street Lighting for the installation of 14 sockets to the specified lighting columns for safety reasons as being too expensive :
Estimate declined

c) **Precept**

It was **Resolved** recommend Council agrees to refer precept to next Finance Committee meeting on 28th October 2024 to be ratified by Council at the November Parish Council meeting : **Noted**

d) **Guttering**

It was **Resolved** recommend Council agrees to accept the estimate of £1,100 to replace the guttering on the south side of the Council Hall from Bowen Services :
Agreed

e) **Waste Bin Rear of Hall**

It was **Resolved** recommend Council agrees to estimate from GYS for emptying the refuse bin at the rear of the Council Hall twice a week for £175 up to 31.03.25 :
Agreed

f) **Signs – Play Equipment**

It was **Resolved** recommend Council agrees to signs being purchased and erected on the play equipment on King George V Playing Field stating that it belongs to Caister Parish Council : **Agreed**

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

ACCOUNTS FOR PAYMENT 7TH OCTOBER 2024				
HALL ACCOUNT				
Salaries	Salaries to 30.09.24	977.44		977.44
E-On	Electricity - Direct Debit	114.28	5.71	119.99
Gallagher Insurance	Insurance	1,284.96		1,284.96
Screwfix	Paint, brushes etc. seats rear of Council Hal	29.55	5.91	35.46
Bowens Services	Remodelling rear of Council Hall	3,750.00		3,750.00
GYBS	Emptying Refuse Bin rear of Council Hall	175.50	<u>35.10</u>	210.60
D L Gunton	Window cleaning 11th September 2024	<u>25.00</u>		<u>25.00</u>
		£6,356.73	£46.72	£6,403.45
GENERAL ACCOUNT				
Salaries	Salaries to 30.09.24	2,965.61		2,965.61
	Expenses	26.00		26.00
	Tel. rental + calls September	25.00		25.00
Nest	Pension T Marsden	26.46		26.46
British Telecom	Telephone/Broadband 738474	73.44	14.68	88.12
Caister In Bloom	Attending Floral Displays around Village	20.00		20.00
Playing Field Man.Comm.	Grant 2024/25	2,000.00		2,000.00
PKF Littlejohn	Internal Audit 2023/24	630.00	126.00	756.00
Gallagher Insurance	Public Liability Insurance	2,642.06		2,642.06
Mr C Kirk	Mobile Phone Top-ups	20.00		20.00
Starboard Systems Ltd.	Importing Data	399.00	79.80	478.80
Starbooard Systems Ltd.	Subscription	69.00	13.80	82.80
Adams Cleaning & Maint.	Public Toilet Cleaning - 21.07 - 18.08.24	1,400.00	280.00	1,680.00
Adams Cleaning & Maint.	Public Toilet Cleaning - 18.08 - 15.09.24	1,400.00	<u>280.00</u>	1,680.00
Inland Revenue	PAYE Contributions	<u>742.45</u>		<u>742.45</u>
		£12,439.02	£794.28	£13,233.30
	Grand Total	£18,795.75	£841.00	£19,636.75
INCOME				
Interest		£402.72		
Lettings		£2,026.00		
Newsletter		£130.00		
Allotment Rent		£12.50		
Sensory Garden Donation		£1,000.00		

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

70 Correspondence

- a) **Roman Way** – Parishioner informing by way of update, my home security system has AI enabled cameras that can tell the difference between vehicles and people, so out of interest yesterday I set-up one camera to count the cut-through cars during the day. I was staggered to find that on 2 October 2024 alone, there were 123 cut-throughs. One hundred and twenty-three! I expected 40-50 but never that number

Looking at the times for the cars, they are either school runs or come in clusters writhing five minutes of a bus timetabled stop at the top of Braddock Road. Moving the bus stop to block the road has made this problem significantly and measurably worse.

So far this morning (to 08:20), the school run has produced 28 cut-throughs.

Driving along Roman Way not in accordance with the road signs is caught by Section 36 Road Traffic Act 1988 and as far as I can find "If you drive past the sign, other than to visit a property on that road (e.g. if you were using the road as a 'through route', to enable you to take a short cut), you can be prosecuted under Section 36 of the Road Traffic Act 1988. The maximum penalty is a fine of £1000. Your licence will also be endorsed with a 'TS50' code and 3 penalty points."

Local authorities have been authorised to enforce this by using CCTV. Can you please approach the Norfolk Camera Partnership to see if they are willing to put up cameras for a week or so? There is a suitable lamp post on the corner of Roman Way with good views in both directions of the road.

When I return from holiday on 14 October, I am going to set-up the Facebook page I previously mentioned to post photos of the cut-through cars. It seems to be the only way I am going to get any movement on this.

Many thanks for your continued help : **Resolved inform resident to contact PC Chris Martin Christopher.martin@norfolk.police.uk with information**

- b) **Norfolk Highways** – confirming Council's request for the road closure for the Remembrance Service on 10th November 2024 and enclosing the following Notice for display

NORFOLK COUNTY COUNCIL
ROAD TRAFFIC REGULATION ACT 1984, SECTION 16A AS AMENDED
BY THE ROAD TRAFFIC REGULATION (SPECIAL EVENTS) ACT 1994
IN THE PARISH OF CAISTER
ON SUNDAY 10 NOVEMBER 2024

TEMPORARY RESTRICTION OF TRAFFIC MOVEMENT

Norfolk County Council, HEREBY GIVE NOTICE that to facilitate the Caister Remembrance Service, they intend to make a Traffic Order, the effect of which will be to temporarily restrict vehicular traffic on the C484 Ormesby Road, from its junction with C484 High Street, heading North for 230m; C484 High Street, from its junction with C482 Norwich Road, heading east for 178m; C482 Norwich Road, from its junction with C484 Ormesby Road, heading west for 187m in the PARISH OF CAISTER.

The Order will come into effect on Sunday 10 November 2024 and will remain in force for 20 minutes. The road will be temporarily restricted (except for emergency and pedestrian access) on Sunday 10 November 2024 between 10:55 hrs and 11:15 hrs. Restrictions on traffic will only be enforced until normal traffic flow can be maintained.

Where appropriate during the period of the closure, temporary suspension of existing permanent Traffic Orders may be imposed

If you have any enquiries, please contact Norfolk County Council. Telephone 0344 800 8020.

Date: 10 October 2024 : **Resolved Notices to be displayed accordingly**

- c) **Norfolk Police** – informing that **Norfolk’s Police and Crime Commissioner (PCC) has launched her Police and Crime Plan consultation today, asking Norfolk residents to tell her what matters most to them about policing and crime in their area.**

Sarah Taylor was elected in May as the first Labour PCC in the county, and one of her main responsibilities is to deliver a Police and Crime Plan setting out what her priorities will be for Norfolk Constabulary from 2025 to 2029.

Since her appointment, Sarah has been busy visiting local communities, businesses, health professionals, commissioned services, charities, and other partners and stakeholders, to find out what the issues are for them at a local level. Now she needs to hear from the wider community.

Sarah’s proposed policing priorities for the county are:

- Focus on prevention of crime
- Restoring trust and confidence in policing across Norfolk
- Improving road safety
- Tackling extremism and community tensions
- Making Norfolk streets safer
- Effective Criminal Justice System
- Support for victims
- Tackling Violence Against Women and Girls (VAWG)
- Improving responses to rural crime
- Organised crime and criminal exploitation

The Norfolk PCC’s office is unique in that it is also responsible for managing the county’s Community Safety Partnership. This partnership reduces crime and disorder in Norfolk by working with other organisations like Norfolk County Council and local councils, Norfolk Fire and Rescue Service, the Integrated Care Board and the Probation Service. To make sure that the Partnership’s work continues to reflect local needs, it also needs to consult the public regularly. It has been agreed to combine the collection of information required by both the PCC and the Norfolk Community Safety Partnership, so the new consultation includes questions relevant to both.

The consultation will run from Monday 2nd September until 5pm, 1st November 2024.

PCC Sarah Taylor explained; “This is your chance to have your say and to make your voice heard about what matters most to you. I am keen to hear from as many people across Norfolk as possible, so please do take the opportunity to share what you believe should be the priorities for our county and for our police service.

“I would also like you to tell me if there is anything missing from the list of priorities that you would like to include. The survey is deliberately short so please make use of the comments space too to share more details or your thoughts on what should be the top priority. The new Police and Crime Plan for Norfolk will go live in April next year and I will keep you posted on progress.”

Until the new Police and Crime Plan for Norfolk is implemented in April 2025, the Police, Crime and Community Safety Plan for Norfolk 2022-2024, and associated priorities, set by former PCC Giles Orpen-Smellie will remain in place.

You can take part in the consultation by visiting the Office of the Police and Crime Commissioner's website: <https://www.norfolk-pcc.gov.uk/police-and-crime-plan/police-and-crime-plan-202529-consultation/> from 9am on Monday 2

September : **Noted**

- d) **ENTUA** – enclosing a copy of their Newsletter Number 63, September 2024 issue for information : **Noted**
- e) **HKB Wiltshires, Solicitors** – informing that in the absence of any further instructions from Council regarding Japanese Knotweed, they will now close their file and provide in the paragraphs below the usual information provided to clients when this happens:-
- Costs**
All costs are up to date
- Documents**
He has not retained any original paperwork of Councils on his file. However, if Council feel that he is in possession of any original paperwork of theirs, please contact his secretary in order that arrangements can be made for that paperwork to be returned to Council or collected.
- Storage**
All paper files are no longer preserved and stored, instead, they will be scanned and stored electronically prior to confidential destruction. They will discuss the future preservation and storage of legal documents if and when necessary.
They reserve the right to make a charge for the retrieval from storage of papers and for perusal and for providing copies of the same
- Conclusion**
Finally, he would like to thank Council for their instructions in relation to this matter, and if he can be of further assistance to Council in the future then please do not hesitate to contact him : **Noted**
- f) **Mrs E Dyble, Parish Clerk** – informing of her intended retirement as Parish Clerk of Caister Parish Council with her last day of employment being 31st December 2024 : **Noted, vacancy to be filled as soon as possible**
- g) **PKF Littlejohn** – informing that based on their review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in their opinion the Information In Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to their attention giving cause for concern that relevant legislation and regulatory requirements have not been met : **Noted**

The Following have been circulated

- a) **Rural Services Network** - forwarding copies of their:-
Rural Bulletin – 3rd, 10th 17th September and 2nd October 2024
Rural Funding Digest September and October 2024
- b) **Norfolk Alc** - Newsletters 5th, 20th and 26th September and 4th October 2024
- c) **NCC** – Weekly briefing Notices 5th, 12th, 19th and 26th September 2024

71 Parishes Liaison Meeting

It was proposed by Cllr. P Sleet, seconded by Cllr. P Hammond and agreed by all members present that the following questions should be forwarded to GYBC to be raised at the Parishes Liaison Committee meeting to be held on Wednesday 30th October 2024.

- i) We have requested that GYBC look at the cost to resurface Beach Road carpark or consider donating this carpark to the parish council free of charge as many people park in local streets as a result of high charges for a badly maintained car park and feel Caister is discriminated against as Gorleston cliffs car park is free
- ii) We requested information on the hedgerows along Caister bypass and how many can be saved. We were told that we would have an answer by June but are still waiting, understand this is persimmon but we did raise this with GYBC back in February
- iii) Update on GYBC PLAN which in the consultation talked about a further 1100 houses on our western boundary residents are worried and some are considering moving as a result can we have an update on next consultation and can one take place in Caister please
- iv) Are the Borough Council going to put disposal bins in all their gents' toilets for the disposal of men's incontinence products. This is becoming more of a problem with the increasing elderly population.
- v) Why are planning decisions being outsourced to an agency in London rather than being handled in house where there is local context that can influence the decision outcome based on "Real World Data" not some anonymous body sitting behind a screen using Online mapping software in the same vein as having your insurance claims being dealt with by a remote "Call Centre".
- vi) Given the current development and potential further development to the West of Jack Chase Way being regularly described by both GYBC and the developers as Caister-on-Sea, would the council amend the parish boundary so it actually sits within Caister-on-Sea rather than West Caister as present? The new homes would be closer to and more like the settlement of Caister-on-Sea rather than those of West Caister, they would use the facilities in Caister-on-Sea including close connections to the Diana Way playing field and walking/cycling to the village centre shops : **Resolved questions to be forwarded accordingly**

72 Personnel Committee

The Personnel Committee meeting will be convened on Monday 14th October 2024 at 1900 hrs. at the Council Hall, Yarmouth Road, Caister : **Noted**

73 Policies

The following Policies were proposed by Cllr. P Sleet, seconded by Cllr. P Hammond agreed by all members present at the meeting, adopted and signed by the Chair.

Financial Regulations

Standing Orders

: **Noted**

74 Planning Matters

Applications for consideration 7th October 2024 from GYBC

Application ref	Applicant Address	Description
06/24/0601/F	Caister Bowls Club off Kingston Avenue Caister on Sea NR30 5HS	Proposed erection of 4no. lighting columns on hinged posts
Recommendation	No Objection	
06/24/0506/HH	29 Breydon Way Caister NR30 5RA	Revised scheme for previously approved and commenced Application 06/21/0164/F. Two storey side extension and single storey rear extension with alterations to windows and doors, canopy to front
Recommendation	No Objection	

75 Defibrillator

Cllr. K Wood – requested that a new defibrillator and wiring to be purchased from Heart to Heart. At the cost of £400. After discussion it was proposed by Cllr. J Jarzembski, seconded by Cllr. C Kirk and agreed by all members present to purchase new defibrillator for £400 – **Clerk to arrange**

76 Speed Cameras

Cllr. J Fearnley - suggested that new cameras be purchased for the village. After discussion it was proposed by Cllr. K Wood, seconded by Cllr. R Wilkinson and agreed by all members present to purchase 4 x new batteries for the present camera, place camera on Norwich Road to record data and place in the Village Magazine – **Resolved batteries be ordered**

77 To receive reports from individual Council members of meetings attended in September

Cllr. P Sleet – Caster Playing Field Management Committee attended 25th September 2024

Cllr. J Hemsworth – SNAP meeting on Thursday 12th September 2024

: **Noted**

78 Cllr. K Wood

- a) **Remembrance Sunday 10th November** - assistance needed with getting equipment from church, road closures. Volunteers from Caister Men's Shed and Community Centre offered help
- b) **Wreaths for service and lifeboat** – Clerk to arrange
- c) **Service** – Chair meeting with Vicar re service, reading names etc. Volunteers needed
- d) **Councillors attending service**
- e) **Social media update**
There were 216,285 hits during month, 41,000 engagements and 94 new followers, total followers 5,355
Top posts
Norfolk coastal path 26,000
Yarmouth Road closure Essex Suffolk water 21,800
Gary volunteer 18,300
Play Park updates 18,300
Beach Road car park now free till April 15,000
Christmas lights NCC 13,950
- f) **Play Park Update** - flooring going down this week should be completed next week or so. Celebrities to open it children from school
- g) **Sensory Garden Update** - meeting this Thursday 5pm to discuss groundwork, funding in place, fencing planning permission now going through, no work until fencing completed
- h) **Festival 2025** - raising more funds for garden
- i) **Christmas lights** – none on streetlights this year, not paying nearly 10K, trying to get all businesses to light up windows for Christmas, visit to businesses over coming weeks to gain support. Light Up working with Wonderland on 7th December. From 5.30 lantern procession from Playing Field, need Marshalls and barriers at Hall. Lions Club bringing the big guy in red. Lights on Hall and trees, weekend prior, volunteers needed. Working hopefully with Rob Batchelor and his team after disappointing story by BBC journalist

79 Agenda Items for next Parish Council Meeting

Cllr. P Sleet - discuss Precept

80 Date of next Meetings

Personnel Committee meeting 14th October 2024 @ 1900 hrs.

Hall Committee meeting 21st October 2024 @ 1900 hrs.

Finance Committee meeting 28th October 2024 @ 1900 hrs.

Parish Council meeting Monday 4th November 2024 @ 1900 hrs.

81 Closure of Meeting

The meeting ended at 2028 hrs.

Chair:

Date: