



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 – 2 FEBRUARY 2026

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 2 February 2026 at 7.00pm.

Members of the public are welcome to attend.

K L Barker

Karina Barker
Parish Clerk
27 January 2026

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 5.1.26**
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. **To receive minutes of the Finance Committee meeting held on 19.1.26**
 - a. To receive and consider recommendations from the Finance Committee meeting:
 - i. Internal Audit Review to be reviewed by Full Council
 - ii. To consider recommendations following a review of financial regulations and policies
 - iii. To consider review of Finance Committee Terms of Reference
6. **Financial Matters**
 - a. To approve bank accounts, current balances and income and expenditure for January 2026
 - b. To receive monthly bank reconciliations - January 2026
 - c. To receive spend against budget to date
7. **To consider all cemetery matters**
 - a. To receive and sign Exclusive Rights applications.
 - b. To receive cemetery update.
8. **To receive and comment on planning applications received**

- a. **06/25/0961/HH (18 Drift Road, Caister NR30 5QQ):** Proposed single storey side extension.
- b. **06/25/0948/PAE (Land south and west of 126-132 Yarmouth Road (north of Tesco superstore), Caister-on-sea NR30 5DL):** Pre-Application Enquiry - Redevelopment of tennis court, parking area and open space land, to provide a proposed residential development of 20 detached and semi-detached dwellings, including provision of open space and play space, sustainable drainage features, 18 no. garages and associated parking.
- c. **06/25/1071/HH (27 Clay Road Caister-on-sea NR30 5HB):** Demolition of existing side extension; Erection of single storey side extension, removal of front wall and installation of dropped kerb, installation of front gravel parking area

9. Correspondence

10. To review and comment on consultation letter from Caister Primary Federation regarding the proposed merger with The Hive Federation

11. Parish Office

- a. Review of required governance and policies
- b. To consider public toilet servicing and maintenance proposal
- c. Councillor vacancies
- d. Parish Council Events

12. To review and consider co-option application

13. Chair update

- a. Social Media.
- b. Beach Road Car Park
- c. Caister Festival

14. Agenda items for the next Full Council meeting

15. To agree dates of next meetings

- a. Full Council – 2 March 2026, 7pm
- b. Finance Committee – 16 March 2026, 7pm
- c. Full Council – 30 March 2026, 7pm
- d. Annual Meeting of the Parish / Community Awards – 20 April 6.30pm
- e. Annual Parish Council Meeting – 19 May 7pm

16. Closure of meeting