



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 - 5 JANUARY 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 5 January 2026 at 7.00pm.

K L Barker

Karina Barker
Parish Clerk
30 December 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 1.12.25**
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 December 2025.
 - b. To receive monthly bank reconciliations - December 2025.
 - c. To receive spend against budget to date.
 - d. To review proposed amendments to ear marked reserves.
 - e. To consider action against outstanding invoices.
 - f. To consider quote for continuation of memorial inspection project works.
6. **To consider all cemetery matters**
 - a. To receive and sign Exclusive Rights applications.
 - b. To receive cemetery update.
 - c. To consider obtaining quotes for repair/replace fence at Northern end (Charles Close entrance) and widening/leveling of entrance.
7. **To receive and comment on planning applications received**
 - a. **BA/2025/0385/FUL (Caister Castle, Castle Lane, West Caister Norfolk NR30 5SN):** Installation of 184 panel ground mounted PV solar array.

8. Correspondence

- 9. To consider installation of signage at the Mallards, Westerley Way and Caister bypass access points to the field behind the Mallards estate/Westerley Way, prohibiting the riding or any other use of a motorised vehicle on the field for anything other than grounds maintenance. Cllr P Sleet**

10. Parish Office

- a. To consider proposed dates for the 2026 Annual Meeting of the Parish and the Annual Parish Council Meeting.
- b. Final approval of 2026/27 budget and precept requirements.
- c. To consider public toilet servicing and maintenance proposal.
- d. Parish Newsletter publication schedule.
- e. New LIDL proposal meeting.
- f. Persimmon, Mulberry Park meeting.
- g. Speed Radar responsibilities.
- h. Councillor vacancies.
- i. Certificate in Local Council Administration (CiLCA) qualification update.

11. To review and consider co-option application

12. Chair update

- a. Social Media.
- b. Light up Caister.
- c. Looking ahead to 2026.

13. Agenda items for the next Full Council meeting

14. To agree dates of next meetings

- a. Finance Committee – 19 January 2026, 7pm
- b. Full Council – 2 February 2026, 7pm
- c. Full Council – 2 March 2026, 7pm
- d. Finance Committee – 16 March 2026, 7pm
- e. Full Council – 30 March 2026, 7pm

15. Closure of meeting