



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 – 1 JUNE 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 1 June 2026 at 7.00pm. **Members of the public are welcome to attend.**

K L Barker

Karina Barker
Parish Clerk
26 May 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 18.5.26**
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. **Financial Matters**
 - a. To approve bank accounts, current balances and income and expenditure for May 2026
 - b. To receive monthly bank reconciliations for May 2026
 - c. To receive spend against budget to date
 - d. To note section 137 allowance for 2026/27
 - e. Internal Audit and Annual Governance and Accountability Return (AGAR)
 - i. To receive the Internal Audit and consider recommendations
 - ii. To consider and approve section one of the AGAR
 - iii. To consider and approve section two of the AGAR
 - iv. To confirm dates for the Exercise of Public Rights as Wednesday 3 June 2026 – Tuesday 14 July 2026.
 - f. To consider quotes for repositioning of fencing to play area at King George V Field
 - g. To consider quotes for planning statement and sequential test to support the planning submission for the Old Youth Club Site
 - h. To consider cost of £75.00 to clean the roof of the front porch area at the Council Hall.
 - i. To consider options to repair the clock on the front of the Council Hall
6. **To consider all cemetery matters**

- a. To receive and sign Exclusive Rights applications.
 - b. To receive cemetery update.
 - c. To consider options for installation of two new benches into the village Cemetery
- 7. To receive and comment on planning applications received**
- a. **06/26/0282/HH (59 Brooke Avenue, Caister-on-Sea, NR30 5QU):** Erection of Fencing
 - b. **06/26/0325/HH (67 Second Avenue, Caister-on-Sea, NR30 5NW):** Construction of single-storey side and rear extensions, and a replacement dormer to front roof slope
- 8. To receive report from King George V Playing Field Management Committee held on 20.5.26**
- 9. To discuss current availability of disabled parking facilities in the village – Cllr S Griffiths**
- 10. To discuss the national increase in mobility scooter speed capabilities – Cllr P Sleet**
- 11. Old Youth Club Site Update – Cllr P Sleet**
- 12. Parish Office**
- a. To review and consider adoption of a Scheme of Delegation
 - b. To consider road closures applications and associated costs for Summer event in August, Annual Remembrance Service at the War Memorial in November and Merry Mistletoe Mini Market and Light up Caister in December. Expected cost per event £47.74.
 - c. To consider road safety concerns raised again around the Lacon Road/Allendale Road junction.
 - d. To note annual play inspection booked for the play area and outdoor fitness trail in June/July and to be carried out by The Royal Society for the Prevention of Accidents (RoSPA). The quoted cost is £210.00 plus VAT.
 - e. To review required governance and policies:
 - i. IT Policy
 - ii. Investment Policy (including amendment to annual review)
 - f. Request for Website content from Councillors.
- 13. Chair update**
- a. Social Media
 - b. Norwich Road
- 14. Agenda items for the next Full Council meeting**
- 15. To agree dates of next meetings**
- 16. Closure of meeting**