



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 – 6 JULY 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 6 July 2026 at 7.00pm. **Members of the public are welcome to attend.**

K L Barker

Karina Barker
Parish Clerk
30 June 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 1.6.26**
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 June 2026
 - b. To receive monthly bank reconciliations for June 2026
 - c. To receive spend against budget to date
 - d. To receive and note property/land valuations for insurance purposes
 - e. To consider quote to for a 'Caister' sign for the Christmas display on the front of the Council Hall
 - f. To consider quote to repair deterioration to front of Council Hall
6. **To receive cemetery update**
7. **To receive and comment on planning applications received**
 - a. **06/26/0344/HH (10 Marram Drive Caister-on-sea NR30 5NR):** Roof extensions to side and rear to create first floor bedroom; Single-storey rear extension; Erection of front porch.
 - b. **06/26/0210/HH (1 Garfield Villa Garfield Terrace Caister-on-sea Great Yarmouth NR30 5DG):** Extension of existing garage and change of use from garage into habitable space for use by the existing adjoining annex; Additional single-storey side extension and alterations to the roof of the annex.

- c. **06/26/0378/PU (26 Upper Grange Crescent Caister-on-sea NR30 5AU):**
Application for a Certificate of Lawful Proposed Use or Development: Erection of a single-storey side extension for additional shower, toilet & hand basin.
- d. **06/26/0381/OBL (Land at Nova Scotia Farm, Jack Chase Way West Caister Great Yarmouth):** Application to part discharge a Section 106 Agreement planning obligation dated 24 May 2023 pursuant to pp 06/19/0676/O (Outline planning application with all matters reserved, except access, for up to 665 dwellings; local centre (to include A1-A5, B1, D1 and other community uses); land for a primary school; health centre; plus associated infrastructure and open space) - Schedule 14 Part 1: Bus Service Scheme.
- e. **06/26/0470/OBL (Land at Jack Chase Way, Caister):** Application to part discharge a Section 106 Agreement planning obligation dated 24 May 2023 pursuant to pp 06/19/0676/O (Outline planning application with all matters reserved, except access, for up to 665 dwellings; local centre (to include A1-A5, B1, D1 and other community uses); land for a primary school; health centre; plus associated infrastructure and open space) - Schedule 2, Part 1, Clause 1: Confirmation of sale of Affordable Dwellings to a Registered Provider for Phase 1a.
- f. **06/26/0051/F (16 Seafield Road South Caister-on-sea NR30 5LG):** Demolition of existing study and garage and alterations to west elevation. Subdivision of the garden to create a new residential plot and erection of a new 1no. 3-bedroom detached chalet bungalow with associated access and parking.
- g. **BA/2026/0128/TPOA (Caister Hall, Caister Castle, Castle Lane, West Caister):**
T1: Horse Chestnut - reduce southern crown by approx. 2m. D1: Limes & Horse Chestnuts - crown raise over drive to approx. 5m. T7: Oak - remove epicormic growth to 3m. T9: Cherry - fell. T11: Cherry x2 - crown raise to 2.5m. T12: Beech - crown reduction of 2.5m - 3m. T14: Sycamore - remove branch overhanging shed. T15: Sycamore - remove/stabilise deadwood within crown, remove hanging branches. T19: Beech - remove 4 main extending branches on the roof-side.
- h. **06/26/0126/HH (12 Elizabeth Crescent Caister-on-sea NR30 5LT):** Erection of front porch; Installation of external insulation fibre cement cladding board; Windows to be painted black; Install black bargeboards and fascias.

8. To consider and comment on Local Cycling and Walking Infrastructure Plans to develop a Whole Council position/response - Cllr N Keable

9. Parish Office

- a. To note receipt of signed licence agreement for play equipment at King George V Field.
- b. To note submission of Annual Governance and Accountability Return (AGAR) with Period for the Exercise of Public Rights currently open until 14.7.26.
- c. To consider adoption of the Legionella scheme of control and note quotes to be sought for remedial works following the Risk Assessment

- i. To consider appointment of Caister Parish Council as the Duty Holder for the purposes of Legionella management and sign the declaration.
- ii. To consider appointment of the Parish Clerk as the Responsible Person and the Caretaker as the Deputy Responsible Person in accordance with the Council's Legionella Written Scheme of Control.
- d. To consider action regarding overgrown verges at the front of the Old Youth Club Site.
- e. To note installation of flashing school signs on Beach Road as petitioned for by the Parish Council, County Councillor, Primary Federation and Police.
- f. To note election to be held on 16.7.26 for Police and Crime Commissioner.
- g. To consider Council's attendance at the next Safer Neighbourhood Meeting following the disappointment expressed after the last meeting.
- h. To note prior instruction of repair to zip wire at a cost of £895.00 plus VAT.
- i. To consider renewal of Society of Local Council Clerks (SLCC) membership at £200.00.
- j. To note the legal action regarding Japanese Knotweed at the Old Youth Club Site has been closed with no further action.
- k. To note meeting invitation from Inspector Tomlinson following Council's email (Minute ref: Annual Parish Council Meeting/18.5.26/15) and receive feedback
- l. To note extra ordinary meeting to be scheduled for Old Youth Club Site Project.
- m. To consider adoption of the Memorial Bench and Plaque Scheme

10. Chair update

- a. Social Media
- b. Beach Road Car Park
- c. Sensory Garden
- d. Norwich Road
- e. Summer Fun Day
- f. Shop Caister

11. To consider co option application for Parish Councillor Vacancy

12. Agenda items for the next Full Council meeting

13. To agree dates of next meetings

- a. Finance Committee – 20 July 2026, 7pm
- b. Full Council – 3 August 2026, 7pm
- c. Full Council – 7 September, 7pm

14. Closure of meeting