

CAISTOR TOWN COUNCIL

Minutes of a meeting of Caistor Town Council, held on Thursday 11th April 2019, in the Alan Caine Council Chamber, Town Hall, Caistor.

1. **Present:** Cllr Somerscales (in the chair), Cllrs Barker, Bowman, Clark, Critten, Galligan, Gaughan, Hughes, Mackenzie, Millson, Rudd, Somerscales, Sizer, Stopper & Wright.
In attendance: Cllr Turner & Jim Hanrahan (Town Clerk) and 5 members of the press and public
2. **Apologies for Absence & reasons given:** None
3. **To receive Declarations of Interest:** None
4. **Chairman's Report:** There have been several engagements since the last meeting including the Immingham Civic Service held in the Methodist chapel the presentation of the cheque to Caistor Cricket Club's junior section of £1000 for use on equipment. He was also pleased to announce that his Mayoral / 50th Wedding anniversary event held in the Town Hall had raised £814.04p for the Hospice.
5. **Minutes of the meeting held on 14th March 2019:** These were proposed and seconded as a true and correct record by Cllrs Clark and Wright and unanimously approved.
6. **Reports from External Bodies:**
 - a) **Police Report:** The Town Clerk advised that that letters of support from the Police for the installation of CCTV, have been received from Marc Jones, and the Police & Crime Commissioner, and Inspector Outen, the Community Policing inspector for Lincolnshire. These have been forwarded to Grant White at WLDC for action. PC Emma Devlin was in attendance at the meeting and gave a verbal report on Policing in the Caistor area. In particular she highlighted the local Police support for CCTV in the Market Place as it would provide a source of credible evidence when detecting crime and prosecuting perpetrators. In response to a question from Cllr Sizer, there was a general update on the Post Office incident. PC Devlin was encouraged to hear that the Town were participating in the Community Speed Watch initiative. The Town Council were advised that she was now in charge of a larger team covering Caistor and Market Rasen including intermediate areas (80 settlements) with a team of 4 officers. There will be a twice-yearly meeting of a Community Panel in Market Rasen Police Station and local cluster meetings in between as well as quarterly attendance at Town Council. Crime locations and outcomes can be viewed on the Lincolnshire Police website.
 - b) **LCC Report:** Cllr Turner made reference to a constituent's observations, on the recent fatal Road Traffic Collision on the 50 mph speed limit and the need for traffic cameras on the Caistor bypass. There was a wide-ranging discussion about the dangers of excess speed but also noted that sometimes RTCs are due to driver error. Better signage at Cabourne and Grasby crossroads was highlighted by Members as were potholes on Chapel Street. Cllr Turner also explained that there was a delay regarding road safety measures on the A1084 (Brigg Road) due to procedural issues.
 - c) **WLDC Report:** Unusually there was no report available for consideration and both District Councillors had given their apologies for the meeting due to other commitments.

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7. **Town Clerk's Report** on ongoing matters:

- a) **Town & District Elections:** Members noted that there are 21 candidates for the 14 seats on the Town Council and 4 candidates for the 2 seats on West Lindsey District Council therefore will be a ballot held on Thursday 2nd May 2019 between the hours of 7am -10pm.
- b) **Salt Merchant:** members were pleased to hear that our dispute had been resolved in our favour with a full refund following advice from our solicitors. A full refund of £1380 has now been paid into our account.
- c) **2019 Newsletter & Events leaflet;** had been printed and were being circulated to every household in Caistor, to local tourist attractions and local shops. There is also a link in the leaflet to the Love Caistor and the Wolds events website and hyperlinks are being added to the Lincolnshire Wolds and associated tourism websites.
- d) **Kim Hodson:** our new handyperson has started work, on a rolling contract basis, and will be attending pesticide training later this month. He has spent time shadowing Keith Robinson, been guided by the Chairman and instructed by the Town Clerk who will hold weekly meetings with him to ensure that work is prioritised.
- e) **PKF Littlejohn:** It was noted that PKF had been appointed by Smaller Authorities' Audit Appointments Ltd (SAAA) as the external auditor of Caistor Town Council until 2021/22. As was the case last year, access to the Annual Governance and Accountability Returns (AGARs) and instructions is being provided through email links and on their website.
- f) **Caistor Goes Grant:** Members noted that an allocation of £2000 has been included in our 2019-20 Budget. This forms an annual contribution, Section 137 Grant, to Caistor Cares to help fund their voluntary works in Caistor. They had asked that the grant be partly used to pay directly for services thus avoiding incurrence of vat, which the Town Clerk has actioned.
- g) **CS&SC Lease:** It was noted that the Town Clerk has held meaningful discussions with Club representatives on the Lease. The original lease proposal was a Full Repairing and Insuring Lease on commercial terms. The Club is agreeable in principle to signing a Lease, for at least 25 years, but one which is not fully repairing and insuring. They are however, prepared to be responsible for the Club operation and insurance of internal fittings, with the Town Council remaining responsible for the structure and building insurance. This is essentially the situation that currently exists, without the lease arrangement. They have passed their reasonable requests for clarification on the lease terms and these have been sent to our solicitor for explanation or amendment as appropriate. The Town Council would continue to nominate three persons to sit on the CS&SC Committee as well as its Chairman. We are formally registering The Town Council's interest with the Land Registry. The lease should therefore be signed shortly.
- h) **Speed Gun:** Members will be aware that we have been seeking access to a Police training course, on use of a speed gun and its purchase. The Town Clerk, in association with Cllrs Critten and Gaughan, has forwarded a list of interested persons to the Police (PCSO Dawn Cowling) for such training which is subject to their accessing the Speed Gun held by the Area Police Office. Caistor Lions have offered a contribution of £200 and a Crowd Funding exercise has raised £150 leaving £200 to be found (plus vat). It was proposed by Cllr Critten and seconded by Cllr Mackenzie that the Town Council purchase a speed gun and associated equipment, to Lincolnshire Road Safety Partnership specifications, for use in the Caistor Area. This was agreed unanimously.

8. **Finance:**

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- a) **Payment & Receipt of Accounts for March 2019:** The schedule of payments and receipts was proposed and seconded by Cllrs Sizer and Galligan respectively and duly approved.

9. Correspondence:

- a) **Mr Chris Carver** of Whitegate Hill, Caistor has been in touch with County Cllr Turner concerning the need for a reduced speed limit on the A46 Caistor bypass. He believes that a reduction in the speed limit does not go far enough and a couple of speed cameras would be appropriate. Members were sympathetic to Mr Carver's views as previously discussed under the LCC report.
- b) **Street Lighting Policy:** Lincolnshire County Council has written advising of changes to their Street Lighting Policy. Members were disappointed by the Policy and its implementation but felt comments at this stage would be pointless.
- c) **Mr Mike Stockwood:** Has approached WLDC concerning the reasons why CCTV was not previously installed in Caistor and has also requested information on the discussion about CCTV at last Town Council. He has been sent a copy of the draft minute. Members considered that no further action was necessary.
- d) **Caistor in Bloom:** Have requested the use of the old fire station to store their water bowser for easy access during the growing season. Members had no objections in principle to this use, provided the building was fit for use and the CiB insured. Some minor works were needed to secure the door which had dropped since rehanging. The Town Clerk would investigate further.
- e) **Football Foundation:** The Town Clerk reported that he had contacted the Football Foundation and Lincolnshire FA concerning possible grant aid to create a new football pitch on the bottom field at CS&SC. An initial discussion with them is scheduled for Monday 15th April.
- f) **Mr Mike Stockwood** of South Street Caistor has contacted the Town Clerk concerning missing minutes on the Town Council website and minuting protocols at Town Council. I have found and corrected the website issue and have forwarded to him details of our minuting procedures.
- g) **Parks & Play Areas Monthly Inspection:** Cllr Somerscales report that he had not had time to carry out a full survey but would do so for the next meeting. The Town Clerk added that Kim Hodson had undertaken a survey on appointment and noted that the surface matting at North Kelsey Road play area need securing.

10. Reports from External Meetings:

- a) **Caistor Goes:** Next Meeting due on 24th April 2019.
- b) **Caistor Cares:** Next meeting was on 29th April to launch the expansion to cover the Kelsey villages.
- c) **CS&SC:** Cricket season has been launched and Social events are listed on the Love Caistor and Clun websites.

11. Annual Town (Parish) & Stakeholders Meeting: This is an annual public meeting, where parishioners can hear of Town Council activities over the past year. They can offer criticism and make suggestions for future activities. The meeting will be held on or about 25th April subject to a suitable venue being available. Final details will be published in the Press, on notice boards, Town Council website and at the Post Office.

The Chairman commented that Cllrs Millson and Stopper were not standing for re-election to the Town Council and proposed a vote of thanks, seconded by Cllr Wright, for their contributions in the past and best wishes for their future. This was passed unanimously.

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12. Motion to exclude the Press & Public to discuss confidential matters. It was proposed and seconded by Cllrs Somerscales and Wright that the press and public be excluded for the rest of the meeting. This was approved unanimously.