

CAISTOR TOWN COUNCIL

Minutes of the Meeting of Caistor Town Council, held on Thursday, 11th July 2019, commencing at 7pm in the Council Chamber, Caistor Town Hall, North Street, Caistor LN76QU.

Present: Cllr J Wright (in the chair), Cllrs J Bowman, S Critten, S Duprat, S Davey, M Galligan, S Gaughan, J Hughes, C Mackenzie, M Sizer, A Somerscales & S Wright.

In attendance: J Hanrahan (Town Clerk), Cllrs O Bierley, A Lawrence & A Turner, plus 5 members of the press and public.

1: Apologies for absence: Cllrs A Clark (sickness) and C Rudd (RAF engagement).

2: Declarations of Interest: None

3: To confirm and sign the minutes of the meeting held on 13th June 2019:

It was proposed and seconded by Cllrs Somerscales & Critten, that the minutes be signed as a true record. This was unanimously agreed.

4: Chairman's Report: The Chairman advised members that he had had a quiet month attending only three official engagements.

- a. Lincolnshire County Council's Civic Event held at Lincoln Cathedral
- b. Caistor Goes Heroes event held in the Market Place, Caistor and
- c. Patient Participation Group at the invitation of Gill Somerscales.

All three events were enjoyable and he announced that he would be attending the annual Caistor Flower Show in the Town Hall on Saturday 13th July from 10am.

5: Employment Committee minutes held on 20/06/19 were received pending approval at the next meeting. Members were content with the Committee's recommendations but added that Cllr Galligan liaise with the Town Clerk about the best use of the reporting system within the RBS software. Members subsequently agreed that:

1. The Town Clerk keep a register of those Councillors who have received training.
2. The Abusive, Persistent or Vexatious Complaints Policy be agreed.
3. The Publications Policy be agreed with the addition that published draft minutes of meetings carry a "draft" watermark.
4. It was agreed that more financial detail should be provided to all Members at Council.
5. Members agreed that a questionnaire on the Town Clerk's annual performance be circulated to all Members. The results to be discussed by the Employment Committee Chairman with the Town Clerk and a forward plan of actions be produced.

6: Reports from External Bodies:

- a) **Police Report:** There was no report available and the online information had yet to be updated to June. The Town Clerk is to discuss improvements in reporting with the Police. Cllr Critten added that the Community Speed Watch team had begun its work initially on North Kelsey Road. The Town Clerk advised that the case for CCTV in Caistor would be considered by WLDC at their meeting in September.
- b) **LCC Report:** Cllr Turner advised that he envisaged that the speed limit on the A46 around Caistor would soon be restricted to 50mph (Cabourne to Nettleton), which was supported by the Town Council. There was further discussion about the relative safety of traffic movements at junctions on the A46 especially with increased businesses and housing at these points, in particular on Whitegate Hill / Horncastle Road. Members wondered if the same speed and parking restrictions

**Jim Hanrahan, Town Clerk,
Caistor Town Council, 14 High Street, Caistor, LN76TX.
Tel: 07900340026. Email: caistortc@outlook.com**

should be placed there.

There was also concern at traffic movements in the Market Place and members would like some analysis of incidents and whether the Town Council could acquire and block up the road frontage outside Boots. The possibility of a one-way system around the market Place was also considered. The Town Clerk to investigate with the County Council.

- c) **WLDC Report:** Cllr Bierley's report had been circulated and he advised that the CCTV case was continuing with Police support and that the Town Council need make no further action. There had been 132 Fly-tipping and joint action is being considered by various agencies across the County. He advised that house holders who engage unlicensed businesses to remove waste could be fined £400. He also advised that fixed penalties had been issued, vehicles seized, but he would advise later on actual numbers. The Town Clerk would publicise this on Town Council notices.

7: Town Clerk's Report on ongoing matters:

- a. **Lincolnshire Citizen of the Year:** Members noted that **Rob Turner**, current Chairman of Caistor Lions and prolific volunteer, had been honoured by Lincolnshire County Council as its Citizen of the Year. At the request of the Chairman the Town Clerk had sent a letter to Rob congratulating and thanking him for his community involvement. Members unanimously endorsed these thanks.
- b. **Caistor in Bloom:** Members noted with grateful thanks to the Caistor in Bloom volunteers for the flower displays in the raised beds and baskets around the Town. These had been purchased by the Town Council. The County Council are preparing a formal agreement on planter locations and acknowledging that the planters are not causing an obstruction to the highway.
- c. **Caistor Goes:** Caistor Goes previously requested that the Town Council hired a moveable climbing wall on their behalf for events in the Town. The use of the wall was subsequently managed by Caistor Goes. It was paid for as part of our S137 grant payment to Caistor Goes has now received £1500 of the £2000 grant and have £500 left to claim.
- d. **Children's Funeral Fund:** As at 1st July 2019, the Prime Minister has intervened to establish the Children's Funeral Fund for England (CFF). Under the scheme, bereaved parents, guardians or carers will no longer pay the fees charged for a cremation or burial of a child under the age of 18, or certain associated expenses. Fees and expenses will be met instead by government funding with providers (burial/cremation authorities and funeral directors), in the main, claiming from the CFF the fees and expenses they would have otherwise charged to families. A full report will be made to the Environment Committee at its meeting on 25th July.
- e. **Grass Cutting & Weeds:** There have been several comments past to the Town Clerk, through Councillors, commenting on the relative untidiness of the Cemetery and PRoWs due to the length grass at this time of year. Members noted that the Operative's hours have been increased this month by 50% and been spent on these issues assisted by Cllr Rudd. Cllr Rudd has requested that Glendale Countryside be instructed to add the cutting of the path at Cherry Valley (Sandbraes to Brigg Road), Brigg Road (via Navigation Lane) to Nettleton and the north side of Navigation Lane. Cllr Rudd estimates that he has received between 30 and 40 complaints, particularly about Navigation Lane to Nettleton. The bottom stretch is impassable however, it lies within Nettleton Parish **Members considered these matters and concluded that the peak time for cutting had now passed. Consequently, the Operative's workload should be more manageable, albeit not to**

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maintain PRoW to as high a specification as other grassed areas. The use of Glendale however, in the long term, was not ruled out.

Members also noted that Kim Holden has now passed his pesticides courses PA1&6 and can now use high strength pesticides to control weed growth. Cllr Bowman was concerned at the narrowing of the footpath alongside the A46 due to grass spreading, which the Town Clerk agreed to take up with the County Council.

8: Finance:

- a) **Internal Audit (Cassells):** Members noted that the internal auditor has signed off our accounts (26/06/19) with some minor amendments but noting that HMRC had yet to pay our VAT refund for 2017/18 (£4,122). The Town Clerk has subsequently written to HMRC reminding them of our outstanding claim, enclosing a copy, and requesting payment. The VAT claim for 2018/19 (£10,728) has also been sent.
- b) **District Audit (PKF Littlejohn):** Members noted that the accounts have been signed off by the Chairman, as delegated by the Town Council, and subsequently forwarded within the deadline (01/07/19) to the District Auditor for consideration.
- c) **Payments & Receipts (June 2019):** It was proposed and seconded by Cllrs Sizer and Critten, respectively and it was agreed that the Schedule detailing the Council's transactions in June, be approved.
 - i. Members commented on the Q1 Schedule of the current financial position of the Council after the first quarter, income & expenditure against the annual budget. They wished to see further comparative detail in the form of reports from the RBS system.
 - ii. It was agreed that Cllrs C Mackenzie, S Davey and J Wright be added to the list of approved bank account signatories.

9: Correspondence:

- a. **A46 Speeds:** Several residents of Caistor, including Esmerelda Carocinho & Sarah Hebdon, have written to the County and Town Councils raising their concerns about traffic speeds on the A46 around Caistor and are supportive of the campaign. However, they were advised by Lincolnshire Road Safety Partnership that there had not been enough accidents, fatalities and injuries to justify the installation of traffic cameras. The Lincolnshire County Council however, are considering reducing the speed limit on the A46 from Cabourne to Nettleton to 50mph. They are the Highway Authority and will have the final say. **Members were supportive of reducing speeds on the A46 as discussed under the Lincolnshire County Council report.**
- b. **Caistor Lions:** The Chairman of Caistor Lions, wrote to thank the Town Council for its support for the recent Beer Festival. The Festival proved to be a great success, with over 1000 people attending over the weekend. The Town Council's continued support is appreciated, and the Lions sought permission to hold the event again next year over the weekend of 12th & 13th June 2020. They also requested consent to hold their Bonfire & Fireworks Night on Saturday 2nd November 2019. Both events would take place in the South Street Park. **It was proposed and seconded by Cllrs Galligan and Bowman and unanimously agreed to grant consent to the two events.**
- c. **Caistor Grammar School (CGS):** Colin Sunter has advised the Town Council that CGS will be holding their 11+ tests on September 7th and September 21st. The testing time is between 10:00 to 11:30am. Parents will start arriving in the Caistor area around 8:30 to 9:00am. The school will notify parents of car parking arrangements by writing and put this on the website. They will also write to all local residents in early September. They have

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requested if it is possible to use the same arrangements of coning off one side of North Kelsey Road and using the CS&SC field. CS&SC have indicated that they could cope with some cars this year and have requested CGS assistance with marshalling. **Volunteers and Members views are sought.**

10. **Parks Inspection Report:** Cllr Sizer advised that the parks were generally in very good order. With little litter.

- a. **South Street Park:** had one bin near to the bus stop which was overflowing and some raised edges of safety mats due to dry weather. The climbing frame had an exposed screw and needed a tie replaced.
- b. **North Kelsey Road:** the landscaping around the skate park did not appear to be complete. There were raised safety edges due to the weather. The grass was rather long.
- c. **Millfield's:** There is a metal pole without its sign? There is a hole in the safety surface under the climbing frame. Grass needs trimming on path to North Kelsey Road. The snapped hinge on the gate needs replacing.

Cllr Galligan asked if the Community Orchard could be cut. Cllr Critten added that at the LALC training the option of designating greenspaces was discussed. This will be considered further at the Economic Development community under the Neighbourhood Plan. Cllr Bowman requested an update on progress of the fence replacement and planting of hedging along North Kelsey Road. The Town Clerk and Cllr Somerscales advised that works contract had been placed with Steve Penny. The town Clerk advised that all works would be chased up or instigated as soon as possible after the meeting.

11. **Reports from meetings of external bodies and groups:**

- a. **Caistor Cares:** Cllr Clark had reported that their coffee mornings are always well attended and the group continues to go from strength to strength. It will in October be renamed under the banner of Lincolnshire Cares and independent of Friendship at Home.
- b. **Caistor Sports & Social Club:** Cllr Clark advised that there had been some security issues, arising from unsupervised lettings, but these had been resolved. Loose dogs on the field were becoming an increasing problem with owners ignoring advice when challenged. Cllr Critten would attend on peak periods. There had been no prior agreement with Bateman's on the sign and a formal response from WLDC is awaited. The Club lease and Wolds Wanderers license are being finalized.
- c. **Caistor Goes:** The Group's **Heroes** event had been a great success over the weekend with the Town Mayor in attendance and a good turn out of folk in fancy dress.

12. **Confidential matters:** To discuss & resolve whether to move into closed session. Should this resolution be passed, members of the public and press will be required to leave. There being no confidential matters to discuss this resolution was not passed.

Meeting Closed at 2011 hrs.

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