

# CAISTOR TOWN COUNCIL

Minutes of the meeting of the Caistor Town Council held on Thursday 12<sup>th</sup> September 2019 at 7pm in the Council Chamber, Town Hall, Caistor.

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

**Present:** Cllr O Bierley, J Hanrahan (Town Clerk) and 3 members of the public.

1. **Apologies:** Cllr A Lawrence
2. **Declaration of Interests:** None
3. **Minutes of the last meeting (08-08-19):** It was moved and seconded, by Cllrs respectively, that the minutes were a true and correct record. This was agreed.
4. **Chairman's Report:** The Chairman advised that he had attended three functions on behalf of the Town Council:
  - a. **Caistor Arts & Craft Festival:** on Friday & Saturday 30/31<sup>st</sup> August where the standard of the artwork and photography on display in the Town Hall was outstanding. Over 600 persons per attended on the 10<sup>th</sup> anniversary of the event.
  - b. **Merchant Navy Flag Ceremony:** this was hosted by WLDC chairman Cllr Steve England and held on Tuesday 3<sup>rd</sup> September at the Guildhall Gainsborough. It marked the 80<sup>th</sup> anniversary of the day when the first merchant ship was torpedoed in WW2 in 1939.
  - c. **North East Lincolnshire Mayor's coffee morning:** this was hosted by their Mayor Cllr Terry Walker with lots of cake and raffle prizes!
5. **Actions Arising from Committees:**

Members received and considered the deliberations of the Finance, Employment and Environment Committees. The minutes of these meetings would be formally considered for agreement at their respective next meetings. The Town Council supported all the actions as recommended, namely;

  - a. It was agreed that budgets would be calendarised and cashflow reports produced for the next Finance Committee (FIN).
  - b. Members received a draft 3 year plan which would be discussed further at the budget meeting in October (FIN).
  - c. Members requested that the Town Clerk add the cost of registering and resurfacing the parking area at Cornhill and set out projects in an operational based annual priority listing over three years for Members to consider at their October meeting (FIN).
  - d. Contractors to confirm dates for commencing works by the end of September or retendering will take place (EMP).
  - e. The Town Clerk is to circulate his Job Description to all members (EMP).
  - f. Potential Tree planting sites, with Woodland Trust, at South Street Park & Sports Ground to be considered (ENV).
  - g. Air Quality testing to be supported in Caistor. (ENV).
  - h. GO2 to be involved in the Neighbourhood Plan Monitoring & Review (ENV).
  - i. Cycle racks, without covers, to be installed at Town Hall and Market Place (ENV).
  - j. Electric car points to be installed in Town Hall car park subject to Government grant aid.
  - k. GO2 be permitted to use the Parish Noticeboard as Information point (ENV).
- 6: **Reports from External Bodies:**
  - a. **Police Report: PCSO Dawn Cowling**

Members noted the report, which had been previously circulated. Concern was raised at the lack of mentions of Caistor when incidents are known to have occurred. The Police online crime maps are out of date, months behind incidents. However, Members reported prompt Police action where they were made aware of incidents. It was noted that the Police would be asked

# CAISTOR TOWN COUNCIL

to attend the next meeting, where Grant White (WLDC) would attend to report on CCTV in Caistor. It was noted that CCTV and social media (230,000 hits) had led to the individuals in the PO theft being arrested, tried and sent down for 3 years.

- b. **Lincolnshire County Council: Cllr Tony Turner.** Cllr Turner gave a short verbal report. He complimented the Town on its wonderful floral displays and complimented Cllr Galligan and the CiB team. The matter of the generally poor condition of roadside railings in prominent locations in the Town. Cllr Turner said he would take up this matter and the Town Clerk advised that they had already been reported to LCC.
  - c. **West Lindsey District Council: Cllr Owen Bierley.**  
Cllr Bierley presented his comprehensive written report and answered questions on it. He clarified that the recycling centre at Market Rasen was NOT closing just the depot nearby. He was also asked to investigate the dedication of a 3-5 year plan and budget for improvements in Caistor. He advised that a plan was being worked on, with the Town Council including the reviewed neighbourhood plan. However, WLDC medium / long term financial plan was awaiting Central Government decisions. Members noted that Cllr A Lawrence was in hospital and wished her a speedy recovery.
- 7. Town Clerks Report:**
- a. **Section 137 Grants (2020):** Members were asked to encourage community groups to apply for grants by the end of September so that the Finance Committee can deliberate the proposed budget for next year at its October meeting.
  - b. **Caistor Sports Field:** Members were updated on preliminary discussions with the Caistor Tennyson Tigers FC / CS&SC concerning the potential of creating a new flat pitch at the bottom field at the Sports Ground. This includes the Football Foundation and the availability of grant aid.
  - c. **Former Spar shop:** Following positive meeting with the landowner, Banks Long & Co (Chartered Surveyors) have been instructed to survey and value the whole demise (shops & flats) with a view to their purchase via PWLB as an investment and community resource.
  - d. **South Street Park Events:**
    - i. **Food Fair:** the first midweek food fair took place on first Wednesday of September (afternoon and evening) and was most successful with many traders selling out. The initiative was organised independently by Rachel Axcell (Bottle & Carriage) and further events are envisaged.
    - b. **Open Air Cinema & Proms in the Park:** Both events were successful and well attended (200+) albeit the weather was a little cold.
    - c. **No Dogs:** Members were concerned that the signage banning dogs from South Street Park needed cleaning and maybe replaced. The Town Clerk agreed to review the signage as necessary.
    - d. **New Swing Rockers:** were to be installed at the swings, whilst safe they were worn and squeaky.
    - e. **Memorial Garden:** Members noted that Caistor in Bloom were to attend to the Memorial Garden which had become neglected and overgrown
  - e. **Grass Cutting:** Members noted the interest of Daniel Barnard (JB Rural Services) has enquired about our grass cutting contract. They are currently the preferred contractor for Brigg Town Council and currently cut all the grass verges around the town as well as care for communal areas and provide a handyman service for the local council and public. They will be considered for any future opportunities or tenders for grass cutting or grounds maintenance.
  - f. **Land Registry:** Members noted that the Town Council's entire land and property holdings are currently being registered with the Land Registry. This is taking rather longer than anticipated as they wish to see originals of deeds and agreements, some of which we only have

# CAISTOR TOWN COUNCIL

photocopies with Burton & Dyson, our solicitors, or on office files. Previous Caistor Town Council solicitors, Lincolnshire Archives and West Lindsey District Council Archives (Caistor Rural District Council) are all being searched. If the originals cannot be located, affidavits from notable residents together with the photocopies will be considered.

- g. Town Clock:** The Council welcomed the Town Hall Committee's suggestion that the Town Clock could be refurbished and mounted in the Town Hall. The clock used to hang on the wall at Brigg's in the Market Place. If any Councillors have knowledge of its history or photos of it in its original position, this could be useful to the Town Hall Committee when they approach the BBC's "The Repair Shop" programme for their assistance in the refurbishment.
  - h. Lion:** The condition of the Lion in the Market Place was causing concern. Caistor Lions had hoped to carry out its refurbishment but their key member was no longer able to do so. The Lion is owned by the Town Council and alternatives are currently being sought.
  - i. Tree Works:** Following a complaint concerning low hanging branches, the Sycamore tree at the pedestrian gate into the sports ground off Kelsway, is to be pruned and crowned. ELS the tree surgeons who tackled the fallen tree on Canada Lane has been engaged to carry out the works in October.
  - j. Cemetery Parking:** Members recalled that they were minded to approve the provision of 6 parking spaces at the cemetery, but requested that I seek costings for alternative parking surfaces to tarmac. Quotes for a Grasscrete surface and a Gravel surface have been received but either surface would cost circa £13500 (plus vat). However, would be higher than the existing driveway, requiring that to be raised or grading work to be carried out at additional cost. They would also entail severing some tree roots to create a flat surface. The tarmac based option will cost £12,500 (plus vat) without the need to impact on existing tree roots. A compromise may be to accept the tarmac option whilst reinstating the worn grassed areas. This compromise was agreed unanimously. The contractor will be asked to consider using road planings.
- 8: Finance:**
- a. The Council's monthly income and expenditure, and balances so far this year were noted to be on target.
  - b. Acceptance of the monthly schedule of payments and receipts for August was proposed and seconded by Cllrs S Critten and J Wright and subsequently agreed.
- 9: Correspondence:**  
None
- 10. Parks Inspection:**  
None tabled, Cllr J Bowman to undertake next month's survey.
- 11. Outside Bodies:**
- a. Caistor Goes:**  
Cllr C Mackenzie reported that there had not been a meeting this month. However, their Proms in the Park event at South Street Park had been a great success.
  - b. Caistor Cares:**  
Cllr A Clark reported that Mrs Todd was given a bouquet of flowers, at 101 she could be the oldest resident of Caistor. There were fund raising events at Drakes court on 23<sup>rd</sup> and CS&SC on 27<sup>th</sup> from 3-5pm. A new batch of CGS sixth formers have been inducted and will be helping the usual suspects in future. More that 30 folk attend these events.
  - c. CS&SC:**  
Cllr A Clark updated Members on the annual electrical tests (PAT) at CS&SC. All matters had passed but with a couple of alerts for future replacements. CCTV

# CAISTOR TOWN COUNCIL

recording was still being maintained around the clock but the signal strength was still below that needed for streaming. Cllr A Clark requested that an item on Event Parking be heard in private session, which was agreed.

**d. GO2:**

- I. Cllr J Bowman advised that GO2 were now being involved in the meetings of the Environment Committee with a named member, with voting rights. The group's current main issues are:
  - i. Potential Tree planting sites, with Woodland Trust, at South Street Park & Sports Ground to be considered.
  - ii. Air Quality testing near schools to be supported in Caistor.
  - iii. GO2 request to be involved in the Neighbourhood Plan Monitoring & Review.
  - iv. Cycle racks, without covers, to be installed at Town Hall and Market Place.
  - v. Electric car points to be installed in Town Hall car park subject to Government grant aid.
  - vi. GO2 be permitted to use the Parish Noticeboard as Information point.
  - vii. A request for a pedestrian crossing at the top of Boys Hill.

All were in agreement and the initiatives are to be progressed through letters of support and the Environment Committee.

- 12. Closed Session:** It was proposed that the Town Council Move into Closed session. Proposed by J Bowman & seconded by Cllr C Mackenzie. This was agreed unanimously. Cllr S Davey declared a personal interest in this matter and did not take part.

**Meeting closed at 8:30 (2030)**