

CAISTOR TOWN COUNCIL

Minutes of the meeting of Caistor Town Council, held on Thursday, 19th December 2019, in the Council Chamber, Caistor Town Hall, North Street, Caistor LN76QU.

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

In Attendance: Cllrs A Lawrence & O Bierley, J Hanrahan (Town Clerk) and two members of the public.

1. **Apologies for absence:** Cllrs J Bowman, M Sizer & J Hughes
2. **To receive declarations of interest:** None
3. **To confirm and sign the minutes of the meeting held on 14th November 2019:** The minutes were proposed and seconded by Cllrs A Clark and C Mackenzie respectively and resolved to be a true record, with one abstention.
4. **Chairman's Report:** The Chairman advised that the past month had been quiet having attended only three events.
 - a) 16th & 17th November, Caistor Lions Victorian Christmas Market which was a resounding success.
 - b) 30th November, Christmas market & Lights Switch On. There was a good attendance this year with numerous positive comments, The Mayor thanked particularly all the community and businesses who took part.
 - c) 15th December, Caistor/Kelsey Cares Christmas event with nearly 100 guests receiving free afternoon tea entertained by choirs and a nativity play. Special thanks given to all the helpers for their year-round assistance.
 - d) He had prepared an annual message for the Market Rasen Mail.
 - e) The Mayor thanked Councillors for their endeavors for the Town and the Town Clerk for his help.
5. **To receive minutes from Committees:**
 - a) The minutes of the Economic and Environment Committees were received. The Town Clerk advised that there were no Town Council decisions required arising from them.
6. **Reports from External Bodies:**
 - a) **Police:** PCSO Dawn Cowling's report was noted. The Town Clerk advised that the Market Rasen cluster event had been cancelled until the new year.
 - b) **Lincolnshire County:** Cllr Tony Turner advised that he had been out of the loop due to illness but would pick up any issues raised. Members raised issues about the A46 flooding at the Holton le Moor level crossing. The long closure of the road to Binbrook. The repairs to Cromwell View had been carried out but two street-lights were still not working there. Cllr Turner agreed to investigate further and report back. The Town Clerk would report the current issues on-line. A vote of thanks was given to Cllr Tuner for his efforts during the last year.
 - c) **West Lindsey District:** Cllrs Angela Lawrence & Owen Bierley were present to answer any questions on their written report but there were none. **Thanks were given to both Councillors for their work for Caistor during the last year.**
7. **Town Clerk's Report:**
 - a) **Christmas Market, Tree & Decorations:**
 - a. This year's tree and its decoration has been widely praised. The switch on event went well, despite several traders not attending due to last minute hitches, Participants have been asked for feedback to be taken into account next year.
 - b. It is proposed that the Town Clerk arrange for the key movers and shakers to get

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together in the new year to begin to plan for the next year's event. Martin Avill of LITE who specialise in Festive Lights, has inspected the Town Centre and is preparing options for a way forward. I have also sought guidance from WLDC on new lighting in a conservation area but there is no guidance as such. We would need however to supply some details of the location and fixings well in advance, in case any consents are needed.

b) Town Hall Traffic Order:

- a. The management of the Town Hall car park continues to be problematic with the need for a local authority Traffic Regulation Order to be implemented. West Lindsey DC have advised on the process which requires Members to pass a resolution and undertake a formal consultation period.

It was proposed and seconded by Cllrs C Mackenzie & A Clark respectively, that the Town Hall car park be restricted to a maximum of four-hour parking, between the hours of 8am and 4pm Monday to Friday, with no return that day and no commercial vehicles to be parked on site without written consent. Vehicles must be parked in designated bays and within the lines. All vehicles parked on the site must be road worthy with valid Road Tax, MOT & Insurance.

c) Woodland Trust Application:

- a. The town Clerk advised that the application for 120 trees, which are to be planted in South Street Park had been approved. The exact siting of the trees to be on the upper slope and behind properties on Burnett's Yard. The saplings will be delivered in March 2020. Volunteers will be sought to help plant them.

d) Park Fencing:

- a. Jon Waterman had completed the repair and replacement of the Lincolnshire post and rail fence to Wolds View and South Street. He is now looking to quote for the double fencing along North Kelsey Road prior to Steve Penny replanting a hedge between the fences. Steve Penny is also designing a suitable planting scheme for the Millenium Park.

e) Electric Vehicle Recharging (EVR) & Cycle Racks Update:

- a. The Electric Vehicle charging point locations, in the Town Hall car park and Market Place, are being surveyed by Pod Point for their suitability and likely cost on 6th January 2020.
- b. The Cycle racks for the Town Hall car park and Market Place have been delivered and will be installed shortly. They are demountable should they need to be moved for events.

f) Churchyard Maintenance:

- a. Mike Gilliatt has decided not to continue his work for us maintaining the churchyards. He has been thanked for his assistance when he stood in for Keith Robinson after his traffic accident.
- b. Kim Hodson, our current Contractor, believes that he has the capacity to take on the additional work now that he has made the grass maintenance work more efficient. It is proposed that he be engaged to do so as this will not impact on the budget. When not working for the Town Council he also undertakes works for the Town Hall Committee.

g) Football Foundation:

- a. Following meetings with contractors, the Football Foundation and Caistor Grammar School (CGS), an expression of interest application and survey has been made to the Football Foundation (National Lottery) for groundworks to form an additional grass playing surface at the bottom field at Caistor Sports and Social Club. The CGS are likely to seek to self-fund their all-weather surface with the

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assistance of through donations and grants. They are currently approaching potential funding partners and individuals.

h) Allotments:

Members will be aware that the Town Council has a small allotment site, comprising 14 plots, at the junction of North Kelsey Road and High Street. These plots are let to 10 people, some of whom have two plots. We always retain a small waiting list of several persons and there is regular turnover of plots. However, we now have a waiting list of seven persons and by law we must consider creating more allotments.

There are several sites in Town Council ownership which may be suitable and are worthy of further investigation. These sites are **Millfield's Park** and two sites adjacent to the Playing Fields at **Caistor Sports & Social Club**, North Kelsey Road. These latter two sites relate to the land to the rear of the **Club access road near Brigg Road** and the strip of land between the **bottom field and the cricket field**.

Alternatively, the Town Council could investigate the purchase of currently privately-owned land such as that beside the **Cemetery off Mallard Drive / Teal Close**. **Members agreed that a report be prepared for a future meeting on these options.**

i) Golf Lessons @ CS&SC:

A request from Stu Warren to use part of the sports field to provide golf lessons at CS&SC. The six-week, group class, teaches complete beginners and those who've dabbled, 5 different shots using a softer ball for safety. every shot will fit into a small area of the field and will be played away from roads, clubhouse and residential areas. All shots will be played from tee pegs and mats to ensure no damage to the field. **Members were supportive of the initiative but were minded not to grant the request as the Parks and Sports field are governed by a byelaw specifically excluding golf. They suggested Mr Warren approach the two schools.**

j) Neighbourhood Plan:

Andy Gutherson cannot continue his consultancy with us, due to a conflict of interest. However, only one consultancy has submitted a costed proposal, one has declined to bid and a second has not responded in time. The Consultancy has produced 8 Neighbourhood Plans in West Lindsey District. The proposal appears to be most satisfactory, with the for sixteen days consultancy costing £7,200 (plus vat) covering: An application for grant aid to cover these costs, from the Government's Locality Fund, can be made for up to £9,000 after which further applications for any technical studies such as Housing Needs Assessment can also be made. It was proposed and seconded by Cllrs S Critten and J Wright and resolved that that the Bid be approved. The Town Clerk advised that the successful bidder was Mr Steve Kemp of Openplan from Lincoln.

k) Town Hall Car Park Wall:

three estimates have been sought to rebuild the Town Hall wall which collapsed after being struck by a vehicle. There were two bids for the work costing £550 and £500 respectively. **Members decided not to replace the wall at this time and the Town Clerk arrange for the fallen wall to be removed.**

8. Finance:

- a) It was and seconded by Cllrs C Mackenzie and A Clark respectively that the Income and Expenditure report and Bank statements be noted and the schedule of Payments and Receipts for November / December be approved. **This was unanimously agreed.**

9. Correspondence:

- a) **The County Council:** have advised that there will be a temporary road closure of South Street (Butter Market to High Street A1084) from 12/01/20 to enable TRIIO/Cadent Gas to carry out essential works. Diversions will be posted, no end date has been specified. **Members asked to Town Clerk to obtain further details of the anticipated completion date.**

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- b) **Safety at Zebra Crossing on High Street:** There continues to be concern from residents at the safety of this crossing due to the blind bend from Market Place and the speed of traffic on the High Street. The Town Council's previous requests to the County Council for safety improvements have not been acceded to in the past. **Members noted the update.**
- c) **Support for loading bay on South Street:** Jeremy Sandham has asked for the Town Council's support to create a loading area for business users on South Street. There is currently no on street loading available for business customers to collect heavy goods from shops on South Street. **It was proposed and seconded by Cllrs M Galligan and S Critten respectively and unanimously resolved that support be given to the proposal.**
- d) **Slimming World banner South Street Park:** The business is about to commence operation at CS&SC and have asked for permission to erect an advert at South Street Park, for a month. **It was proposed and seconded by Cllrs M Galligan and S Critten respectively and unanimously resolved that support be given to the proposal.**
- e) **Local Electricity Bill:** The Town Council has been asked to 27 Parish, Town and Community Councils that have already resolved to support the Local Electricity Bill. The Bill if made law, would empower local communities to sell locally generated clean energy directly to local customers by establishing a statutory Right to Local Supply. This is currently impossible because of the huge setup and running costs involved in doing so. **Members agreed to defer consideration on this proposal until Cllr S Critten had investigated further.**

Cllr Mackenzie left the meeting at this point.

- 10. **Parks Inspection Report:** (Cllr S Critten). No report was available, however, Cllr Critten would carry one out in January 2020.
- 11. **Reports from meetings of external bodies and groups:**
 - a) **Caistor Goes:** Cllr S Critten advised that the Group's next meeting would be in January.
 - b) **Caistor Cares:** Cllr A Clark reported that the Christmas event had nearly 100 attendees and their coffee mornings continue to be successful.
 - c) **Caistor Sports & Social Club:** Cllr A Clark advised that slimming world would commence in January. The pot holes in the approach road and car park were now in need of attention especially around the manhole covers. The lease is still outstanding but its receipt is imminent. The Town Clerk agreed to look into the pothole issue.
 - d) **Caistor & District Community Development:** Cllr S Critten advised that the group had been awarded funds for feasibility and Acis were about to agree Heads of terms for the site disposal. They had also been awarded lottery and heritage funds for the Coop building renovation.
 - e) **Community Plan:** The next WLDC-CTC Liaison meeting will be attended by the new assistant director of Planning & Regeneration and Members were keen to invite the new Chief Executive to address the Town Council which Cllr O Bierley agreed to progress.
- 12. **Confidential matters:** There were no confidential matters to be discussed.

Meeting Closed at 20:05 (8.05pm)

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