

CAISTOR TOWN COUNCIL

Minutes of the meeting of Caistor Town Council, which was held on Thursday, 09th January 2020, commencing at 7pm in the Council Chamber, Caistor Town Hall, North Street, Caistor LN76QU. The meeting is open to the public and the business to be dealt with at the meeting is listed on the Agenda.

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

In attendance: J Hanrahan (Town Clerk) and four members of the press and public.

- 1 **Apologies for absence:** Cllrs Duprat, Hughes & Sizer
- 2 **Declarations of interest:** None
3. **Minutes of the meeting held on 19th December 2019:** It was proposed and seconded by Cllrs A Clark and A Somerscales respectively that the minutes were a true record and this was resolved to be agreed unanimously.
4. **Chairman's Report:** The Chairman had nothing to report due to the quiet Christmas period.
5. **Reports from External Bodies:**
 - a) **Police:** PCSO Dawn Cowling had circulated her report prior to the meeting. Members had no comments to make.
 - b) **Lincolnshire County:** Whilst Cllr Tony Turner has not in attendance the Town Clerk agreed to forward any issues, that Members wished to raise, directly to the County Council.
 - c) **West Lindsey District:** Cllrs Angela Lawrence & Owen Bierley were unable to attend the meeting due illness and prior commitments respectively, but Cllr Bierley had circulated a comprehensive written report in advance of the meeting. Members welcomed the report and did not wish to raise any further issues.
6. **Town Clerk's Report:** on ongoing matters.
 - a. **Christmas Tree Removal:** With the kind assistance of Hansard's Haulage, together with a small group of volunteers, the tree was taken down and cut up, on Sunday 5th January. WLDC provided a truck to remove the remains and a host of other small trees. However, there will be a charge levied next year by WLDC to cover the costs of this service (circa £200) which will in future need to be borne by the Town Council. Members noted the future charge.
 - b. **Signage on CS&SC:** Contrary to the Town Council's expressed wishes, the Club had erected the Bateman's sign on the building. The Town Clerk advised that the Town Council's sign would be erected on Friday 11th January 2020. The Town Clerk has requested that CS&SC remove the Bateman's sign as the new sign will be erected in its place. Cllr Clark and Cllr Somerscales proposed that this be discussed further in the confidential section. Members unanimously resolved to do so.
 - c. **Road Traffic Act 1984 Caistor Town Hall Order :** Following the Town Council's decision to better control car parking in the Town Hall car park, an advertisement has been placed in the Public Notices section of the Market Rasen Mail, it will also appear in social media, in the car park and on cars parked there. It will advertise the parking restrictions between 8am and 6pm Monday to Friday and associated penalties. The Order will come into effect on Monday 10th February. The car park will principally be managed by the Town Clerk and our contractor. Members noted the progress.

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- d. **Caistor Neighbourhood Plan (CNP) Review:** Following the Town Council's decision to appoint Openplan Limited to carry out our review. We have held our project inception meeting with them and WLDC. Steve Kemp will be leading the project on behalf of Openplan and proposes to meet with the Town Clerk and Cllr S Critten next week to agree timescales and consultation processes. It is envisaged that the CNP will be monitored by the Economic Development Committee, in association with the Planning and Environment Committee Chairs and stakeholder representatives. A full report will be given at next Thursday's Economic Development Committee, Members noted the progress.
- e. **Burton & Dyson:** I had requested an update from our solicitors who are currently working on 13 instructions from the Town Council. These relate to the registration of all our property assets with Land Registry which is usually straight forward if one has the original documentation. Unfortunately, most of the historic paperwork is missing (since Caistor RDC became defunct) and we only have some originals and photocopies which Land Registry need supported by affidavits. Contact has been made with prominent Caistorians but insufficient responses have so far been received. The Caistor Sports & Social Club and Cricket Club leases are almost complete and should be issued next week. Members noted the progress.
- 8. Finance:**
- a) The Income and Expenditure report and Bank statements were received, and Cllrs Somerscales and Galligan proposed and seconded respectively, that they be approved and this was resolved unanimously.
 - b) To approve the schedule of Payments and Receipts for December/January: Cllrs Somerscales and Galligan proposed and seconded respectively, that they be approved and this was resolved unanimously.
- 9. Correspondence:**
- a) **CS&SC smoking area:** CS&SC have applied the Council to erect a retractable awning, up to 3.5 metres long, to the north side of the building, close to the main entrance door. The purpose of this awning is to act as a shelter from inclement weather for smokers when using the club. The awning would normally be retracted. It would only be extended to cover the footpath width, during opening times when there is inclement weather. After considering the image displayed Members agreed to give Landlord's consent to an awning in principle but queried the appropriateness of the location with passing traffic and safety in respect of fire regulations. It was agreed that the Town Clerk be delegated to meet with the Club to agree an appropriate location.
 - b) **Rural Services Network,** but there is currently no special focus group on Market towns. Are proposing to establish a Market Towns Group and have invited 200 Market Towns to join. So far 65 have agreed to do so. There is no charge this year with a likely annual fee of £120. The group will form a lobby group for Government assistance to Market Towns in Rural Areas. Members warmly welcomed this initiative and resolved to support it.
- 10. Parks Inspection Report:**
- Cllr Critten had not been able to carry out the survey but would do so shortly and his report would be circulated by email.

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11. **Reports from meetings of external bodies and groups:**
- a) **Caistor Goes:** Cllr C Mackenzie reported that the group had not met during the recent holiday period but a sub-committee was due this month.
 - b) **Caistor Cares:** Cllr A Clark reported that the Caistor and Kelsey groups had held good Christmas events.
 - c) **Caistor Sports & Social Club:** Cllr A Clark reported that their Christmas party had been a noisy but uneventful affair.
 - d) **Caistor & District Community Development:** Cllr S Critten reported positive progress on the Lottery bids which would be explained further in the confidential section.
12. **Confidential matters:** It was moved and seconded by Cllrs A Clark & A Somerscales respectively that the Town Council move into closed session. This resolution was agreed unanimously and members of the public and press left the meeting.

Meeting Closed at 19:55 hrs (7:55pm)

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