

MINUTES OF THE MEETING OF CAISTOR TOWN COUNCIL, held virtually on zoom on Thursday, 11th February 2021, commencing at 7pm.

PRESENT: Cllrs J Wright (Chairman), J Bowman, A Clark, S Critten, S Davey, S Gaughan, M Galligan, J. Hughes (late); C Mackenzie, C Rudd, M Sizer (late), A Somerscales, S Wright

IN ATTENDANCE: District Cllr A. Lawrence, Mrs D Tuckett (Press), 1 member of the public, Ms H. Pitman (Acting Town Clerk).

1. **APOLOGIES FOR ABSENCE AND REASONS GIVEN:** Cllrs J Hughes and S. Duprat.

2. **DECLARATIONS OF INTEREST:** None.

3. **CHAIRMAN'S REPORT.** Nothing to report.

4. **TO CONFIRM & SIGN THE MINUTES OF THE MEETINGS HELD ON 18TH & 27TH JANUARY 2021** The minutes were signed as a true record.

5. **REPORTS FROM EXTERNAL BODIES:**

a. Police Report. Not received.

b. LCC Report. No report received. Cllr Mackenzie said that LCC matters need to be added to the agenda. Councillors referred to the many potholes in the town. The acting clerk advised that she be informed of these as they need to be reported to LCC for action to be taken. Cllr Critten advised that councillors could report them themselves on Fix My Street via the LCC Highways defect reporting system. The more reports made the better.

c. WLDC Report Circulated

6. **CLERK'S REPORT ON MATTERS OUTSTANDING**

Parking: Dialogue has been re-opened with LCC Highways about parking in the town, particularly the Market Place. A review is to take place when lockdown is lifted.

The acting clerk advised that the suggestion made at the last meeting re moving of the fence at South Street Park is not possible as the park is registered as a Field in Trust and as such is protected.

Council Office: the damp is still a problem despite patching of the roof. The acting clerk suggested this may be caused by the adjoining building. To investigate further.

Cllr Sizer joined the meeting.

7. **FINANCE: PAYMENT OF ACCOUNTS**

Wages	£2244.02
H Pitman (postage)	£4.50
HMRC	£6335.89
K Hodson	£306
BT	£44.39
Vodafone	£21.50
OPUS	£50.95
Wave	£199.32
WLDC (green bins)	£350
Apex (gritting)	£1950
J Hanrahan (postage)	£33.04
WLDC (CCTV)	£3600

Cllr Hughes joined the meeting. Discussion took place regarding the number of green bins required and whether to discontinue the BT contract for the office. As there is an early cancellation charge of £470.22 and a new clerk is to be appointed in the near future it was agreed to continue with the contract.

8. **PLANNING REPORT.** Cllr S Gaughan, as Chairman of the Planning Committee, presented his report which had been circulated in advance.

Decisions made by WL Planning:

141807. r/o 12 High Street. Granted time limit and conditions.
 142062. 12 The Meadows Granted time limit and conditions.
 142255 2 North Street. Granted without conditions.
 142246. 10 Windsor Drive. Prior approval not required.

To discuss and resolve any planning applications received from 18 January 2021 to the date of this meeting.

142268. 10 Whitegate Hill. No objection.
 142304 162 North Kelsey Road. No objection.
 141926 Amended application.
 142333 31 Nettleton Road. No objection.

9. **CORRESPONDENCE.** None

10. **TO DISCUSS INSPECTION REPORT & RESOLVE ON ANY ACTIONS ARISING**
 Inspection undertaken by Cllr J Wright. All in order apart from some graffiti. No items requiring repair. Cllr S. Wright to undertake next month.

11. **REPORTS FROM LOCAL BODIES.**

- a. Lincolnshire Cares. Nothing to report.
 b. Caistor Goes. No recent meetings have taken place. AGM due next month.
 c. Caistor Sports and Social Club. Nothing to report other than a virtual meeting to be held with the acting clerk.
 d. Caistor Development Land Trust. Ongoing. E Mids Community Led Housing are carrying out an organisational health check.
 f. Town Hall Management. Nothing further to report.

- 12 **TO RESOLVE ON TERMS OF REFERENCE FOR THE MARKET COMMITTEE** The acting clerk advised that the committee should be limited to the management of the weekly market. Council resolved that this should include a set of rules for market traders (already in existence); Health & Safety; Risk assessments; plan of the market; guide for duty councillor. The existence of a council Facebook page already set up by a councillor caused some concern but a vote resolved that it continue. The acting clerk suggested the new clerk should manage this when appointed.

13. **TO RESOLVE ON FUNDING REQUEST FROM LIVES** Resolved to award the same sum as last year.

14. **TO DISCUSS REQUEST FOR FURTHER GRIT BINS IN THE TOWN**
 As LCC will not look at requests until the summer council agreed to submit locations to the clerk to be agreed at a subsequent meeting. **Agenda**

15. **TO RESOLVE ON LCC REQUEST FOR REVETTING OF TOURIST ATTRACTION SIGNS** Resolved to pay the £100 fee.

16. **TO RESOLVE TO MOVE INTO CLOSED SESSION** Proposed, Cllr Somerscales. Seconded, Cllr Clark. Resolved.

- a) **STAFFING MATTERS:** New clerk's job advert, job description and person specification approved. To be advertised from 15th February to 19th March on Indeed and LALC websites.
 b) **CS&SC LEASE:** Defer.
 c) **REPAIR TO CLUBHOUSE ROOF:** Resolved to accept quotation from LS Joinery.
 d) **GRASS CUTTING TENDERS FOR 2021:** Resolved to accept tender from Glendale for

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amenity cut, parks and sports ground and cutting of hedge.

K Hodson to cut churchyard, cemetery and congregational church.

e) **TO DISCUSS POTENTIAL LEGAL MATTER:** Cllr Davey declared a personal non pecuniary interest and chose to leave the meeting.

The meeting closed at 8.51pm

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