



Caistor Town Council

Caistor Town Council
Town Hall
14 High Street
Caistor
LN7 6TX

You are hereby summoned to attend the meeting of Caistor Town Council - Annual Council Meeting which will be held on Thursday 20 May 2021 commencing at 7.00 pm at the Caistor Town Hall.

The business to be dealt with at the meeting is listed in the agenda.

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item, and members of the Public cannot interrupt the business of the meeting at other times, unless Standing Orders are suspended by the Chair of the Council.

This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

Carl Thomas

Town Clerk

14/05/2021

AGENDA

- 1 Apologies for absence & reasons given
- 2 To receive declarations of interest
- 3 Election of Chairman for 2021/22
- 4 Election of Vice Chairman for 2021/22
- 5 Appointments to Finance Committee
- 6 Appointments to Employment & Personnel Committee
- 7 Appointments to Planning Committee
- 8 Appointments to Economic Development Committee
- 9 Appointments to Market Committee
- 10 Appointment of Councillor(s) Responsible for Audit
- 11 Appointment of Councillor(s) Responsible for Churchyards, Footpaths & Allotments
- 12 Appointment of Councillor(s) Responsible for Parks & Environment
- 13 Appointment of Councillor(s) Responsible for Town Hall
- 14 Appointment of Councillor(s) Responsible for Cemetery
- 15 Public Session (15 minutes)
- 16 Chairman's Report (2020/21 Chairman)
- 17 To approve the draft minutes of the Council meeting held on 8th April 2021
- 18 To approve the draft minutes of the Employment & Personnel Committee held on 29th April 2021
- 19 To approve the draft minutes of the Extraordinary Council meeting held on 5th May 2021
- 20 Finance
 - a) To approve the Accounting Statements for period ending 30/04/2021
 - b) To approve the Schedule of Payments



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- c) To resolve to add Carl Thomas as bank signatory
- 21 Reports from External bodies:-
 - a) Lincolnshire Police
 - b) West Lindsey District Council.
 - c) Lincolnshire County Council
- 22 Reports from Committees
 - a) Finance Committee
 - b) Employment & Personnel Committee
 - i) Approve Handyman Contract
 - ii) Approve Town Clerk Contract
 - c) Market Committee
 - d) Economic Development Committee
 - e) Caistor Sports & Social Club
 - i) Review of lease and comment received
 - ii) Installation of hand dryers
 - iii) Replace concrete/painting of steps down to cricket pitch
 - iv) Door replacement
 - v) Fire door modifications
 - vi) Loft hatch modifications
 - vii) Boiler repair/replacement
 - f) Health & Safety
 - i) Market Risk Assessment
 - ii) Town Hall Assessment
- 23 Clerks Report & Parish Matters
 - a) To discuss and resolve as necessary following the Town Clerks Review of Council Procedures, Management and Policies
 - b) Review Tracking Report
- 24 Correspondence Received
 - a) Dog Fouling
 - b) Road safety along Grimsby Road
 - c) Caistor Goes
 - d) Cornhill
- 25 Next meeting will be Thursday 17th June 2021 at 7 pm
Items for the agenda by 10th June 2021