



## Minutes of the Caistor Town Council held at 7.00 pm at the Caistor Town Hall on 10 June 2021

Present: Cllr J. Wright (Chair), Cllr S. Davey, Cllr J. Bowman, Cllr S. Critten, Cllr S. Gaughan, Cllr S. Wright,  
Cllr M. Galligan, Cllr J. Hughes, Cllr C. Mackenzie, Cllr C. Rudd, Cllr A. Somerscales, Cllr M. Sizer,  
In Attendance: Carl Thomas (Clerk), Cllr O. Bierley (WLDC),  
Members of public present: 2

**1 Apologies for absence & reasons given - Ref: 436**

Cllr Angela Lawrance, Cllr Angela Clark, Cllr Stephanie Duprat

**2 To receive declarations of interest - Ref: 437**

Cllr S. Davey in item 15

**3 Public Session (15 minutes) - Ref: 438**

A resident asked various questions to which the Clerk advised that they couldn't be answered at this time and suggested placing them in writing to which any which could be answered would. He further advised that as an investigation was ongoing it may not be possible to answer until this was completed.

The Chairman confirmed the legal investigation was ongoing and advised that upon conclusion a statement would be released.

**4 Chairmans Report - Ref: 439**

The Chairman had not attended any civic functions because of the ongoing pandemic.

He advised that Cllr Angela Clark had tendered her resignation and thanked her for the dedication and hard work she had given to the council. A letter of thanks would be sent to her.

**5 To approve the draft minutes of Annual Council Meeting held on 20th May 2021 - Ref: 440**

It was resolved to approve the minutes as a true record.

Proposed: Cllr S. Critten Seconder: Cllr A. Somerscales All in favour

**6 To approve the draft minutes of Planning Committee Meeting held on 20th May 2021 - Ref: 441**

This matter was dealt with in the Planning Committee Meeting.

**7 Finance**

**a) To approve the Accounting Statements for period ending 31/05/21 - Ref: 442**

The Accounting Statements for the period ending 31st May 2021 had been circulated prior to the meeting. It was resolved to approve these as a true record.

Proposed: Cllr S. Critten Seconder: Cllr M. Galligan All in favour

**b) To approve the Schedule of Payments - Ref: 443**

It was resolved to approve the Schedule of Payments totalling £6741.03

Proposed: Cllr J. Wright Seconder: Cllr J. Bowman All in favour

**c) To approve Internal Auditors Report - Ref: 444**

It was resolved to approve the Internal Auditors report that had been circulated prior to the meeting.

Proposed: Cllr J. Wright Seconder: Cllr J. Bowman All in favour

**d) To approve Annual Governance Statement (AGAR) - Ref: 445**

It was resolved to answer Yes to Assertion 1, No to Assertion 2 (paras 1.7, 1.8 and 1.10), Yes to Assertion 3, No to Assertion 4, No to Assertion 5, Yes to Assertion 6, Yes to Assertion 7, Yes to Assertion 8.

Proposed: Cllr J. Wright Seconder: Cllr S. Critten All in favour

**e) To approve Annual Accounting Statements (AGAR) - Ref: 446**

It was resolved to approve the Annual Accounting Statements which had been circulated prior to the meeting.

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Proposed: Cllr J. Wright Seconder: Cllr S. Critten All in favour

**8 Reports from External bodies:-**

**a) Lincolnshire Police - Ref: 447**

No report had been received and the Clerk had made contact with the local Policing Team and awaiting a response.

**b) West Lindsey District Council. - Ref: 448**

Cllr Bierley had circulated a report. He further confirmed that the first consultation of Central Local Plan was to take place on 21st July.

Cllr Bowman queried the wifi connectivity and Cllr Bierley would refer her question to the Digital Connectivity case officer.

**c) Lincolnshire County Council - Ref: 449**

No report had been received.

**d) Lincolnshire Cares - Ref: 450**

Support was ongoing with a good number of volunteers.

**e) Caistor Goes - Ref: 451**

There was little to report.

The AGM would be held on 16th June 2021 commencing at 7.30 pm to be held at Caistor Town Hall.

**9 Reports from Committees**

**a) Finance Committee - Ref: 452**

Committee had met and Cllr Bowman was elected chairman with Cllr Galligan elected vice chairman. Finance Committee would meet prior to main council meetings to review accounts.

**b) Employment & Personnel Committee - Ref: 453**

Committee had met and Cllr Davey was elected as chairman with Cllr Bowman as vice chairman.

**c) Market Committee - Ref: 454**

The market continues to flourish with 3 new enquiries inc flower lady.

Parking continues to be an issue. Electric pillars had now been tested.

The licence for use of Mill Lane for parking had now been received from ACIS and would be circulated to Councillors for discussion at the July meeting.

**d) Economic Development Committee - Ref: 455**

The committee hadn't met.

**10 Clerks Report & Parish Matters**

**a) Cornhill parking area - Ref: 456**

The Clerk had circulated a proposal to Council following a meeting with local businessman Mr Collins.

Three options were discussed and it was resolved to register the land in our name and to maintain the land, retain evidence, to support an adverse possession claim.

The Clerk would obtain prices to have the area marked out.

Contact would also be made with the conservation officer to discuss signage to link the Market Place with Cornhill.

It was resolved to register the land in the first instance and seek prices to mark out, make any repairs, parking signage and cycle racks.

Proposed: Cllr J. Bowman Seconder: Cllr J. Wright For: 11 Against: 0 Abstain: 1 Carried

**b) Painting of railings (inc Boys Hill, Nettleton Road) - Ref: 457**

Cllr Galligan requested painting of railings. The Clerk expressed concern that we couldn't paint railings that do not belong to the Council and either the owners of such railings should paint those or permission sought for the Council to do so.

The Clerk would meet with Cllr Galligan and look at the specific railings and report back.

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**c) Adoption of General Power of Competence - Ref: 458**

The Council met the criteria in that the Clerk was qualified and that at least 2/3 of the members were elected. It was resolved to adopt the General Power of Competence.

Proposed: Cllr S. Critten Seconder: Cllr J. Bowman All in favour

**d) Caistor Hospital Chalice - Ref: 459**

It was resolved to make contact with Grimsby Hospital and seek the return of the Caistor Hospital Chalice.

Proposed: Cllr S. Critten Seconder: Cllr J. Wright All in favour

**e) Council Website & Email - Ref: 460**

Following a proposal made by the Clerk it was resolved to work with The Forge to re-launch the Love Caistor website together with developing a new town council site related to Love Caistor and would support and encourage local businesses to get listed and keep the sites up to date. In addition a Caistor Town Council domain name would be registered and dedicated email for Councillor use. The website would be subject to assurances on backups to protect CTC. Maximum cost of £60.

Proposed: Cllr S. Gaughan Seconder: Cllr J. Wright All in favour

**f) Parks & Play Equipment Report - Ref: 461**

The Clerk confirmed that minor repairs to play equipment had been undertaken. New signage should be considered together with repairs to the matting around the play equipment at all parks. A meeting had been arranged with a contractor to quote which would be brought to the next meeting.

**g) To discuss and agree to finalise Caistor Sports & Social Club Lease - Ref: 462**

The working party had met and recommended a number of amendments to the proposed lease. It was resolved to recommend the amendments and finalise the lease ready for signing.

Proposed: Cllr C. Mackenzie Seconder: Cllr S. Gaughan All in favour

**h) Town Clerk's shared costs - Ref: 463**

The Clerk had circulated a shared cost proposal to share some of the Clerks costs amongst three other Councils such as subscriptions, stationary and IT costs. This would cost £360 in the current financial year generating a potential saving of £1000. Clerk would claim as an expense £90 every quarter.

Proposed: Cllr S. Critten Seconder: Cllr J. Bowman All in favour

**i) Public Works Loan Board (SC) - Ref: 464**

It was agreed to undertake a feasibility study into taking out a Public Works Loan Board (PWLB) to make up the shortfall in funding for the old Co-Op building.

**j) Review Tracking Report - Ref: 465**

**14930 - Cemetery**

The Clerk had completed a new plan of the cemetery and was currently cross referencing this against the burial register with a plan to computerise the records.

It was resolved to join the Institute of Cemetery and Crematorium Management (ICCM) at a cost of £95 / annum

Proposer: Cllr J. Bowman Seconder: Cllr J. Wright All in favour

**14940 - Bank Details**

The Clerk was still awaiting Nat West to provide online access.

**14941- VAT**

The Clerk was contacting HMRC with a view to obtaining previous returns as it was estimated that £1300 was still to be claimed for the financial year 2020/21.

**14942 - Payroll**

Payroll had now been transferred to the Clerk.

**14951 - Grit Bins / Waste Bins**

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Work was still ongoing

**14953 - Rural Market Town Group**

This would be discussed at the next Market Committee meeting

**14957 - Metal Railings : Nettleton Road/A46 Corroded/Falling To Bits**

This had been reported to Lincolnshire County Council who had assessed and

**15521 - Insurance**

It was agreed to bring the insurance renewal forward to mid July in an attempt and combine event insurance with Caistor Goes.

**15527 - Road Safety - Grimsby Road**

The Clerk had communicated with the resident who raised concern.

The option of a speed camera was discussed with the Road Safety Partnership but visibility along Grimsby Road would present a problem to its locations.

Cllr Smith (LCC) had requested the Road Safety Partnership attempt a future meeting to discuss road safety options,.

The Clerk would discuss with LCC other options to include additional road markings and signage on this road.

**15531 - ICO Registration Transfer**

Several requests to transfer the registration had been made to the Information Commissioners Office and was awaiting a response.

**15537 - Rat Home in South Street Park**

Two contractors were expected w/c 14/06/2021 to discuss options.

**15558 - Car Parking at Mill Lane**

The Clerk confirmed that the licence to use Mill Lane for parking had been received and would be circulated to Councillors for discussion at the next meeting.

Discussions took place in respect of parking along plough Hill and the Clerk would discuss with LCC.

**15559 - Rabbits & Drain Collapse at Sports Ground**

Cricket Club Management had expressed concern with regards to rabbit holes and a collapsed drain.

The Clerk was investigating and would report back as necessary.

**15560 - Land Registry: Town Hall and Car Park**

**15561 - Land Registry: Market Place Car Park and Lion**

**15562 - Land Registry: War Memorial**

**15563 - Land Registry: Old Fire Station**

**15564 - Land Registry: Cemetery**

This was currently work in progress

**15567 - Police Engagement / Reports**

The Clerk had been in communication with the Police.

**15568 - CCTV at Sports Ground**

A meeting had been arranged with WLDC.

**11 Correspondence Received**

**a) PJ - Damaged vase at cemetery - Ref: 466**

Resident had registered a complaint regarding a damaged vase. Clerk was investigating.

**b) CW - Clock opposite war memorial - Ref: 467**

Resident had raised concerns that the clock was slow and had been for a number of years. Clerk was

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investigating.

**12 Next meeting will be Thursday 8th July 2021 at 7 pm - Ref: 468**

All items for the agenda by 1st July 2021

Meeting closed at 8.35 pm

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