



Minutes of the Caistor Town Council held at 7.00 pm at the Caistor Town Hall on 12 August 2021

Present: Cllr J. Wright, Cllr S. Davey, Cllr S. Gaughan, Cllr M. Calligan, Cllr J. Hughes, Cllr C. Mackenzie,
Cllr C. Rudd, Cllr A. Somerscales,

In Attendance: C. Thomas (Clerk), Owen Brierley (WLDC),

Members of public present: 6

1 Apologies for absence & reasons given - Ref: 596

Cllrs Critten, Bowman & Sizer

Cllr A. Lawrance (WLDC), Cllr T. Smith (LCC)

2 To receive declarations of interest - Ref: 597

Cllrs Hughes, Mackenzie, Gaughan, Wright and Somerscales declared an interest in item 10i

The Clerk granted a dispensation to all Councillors prior to the meeting commencing.

3 Public Session (10 minutes) - Ref: 598

A resident thanked the Clerk for the updated meeting information on the website.

A resident asked a question regarding the legal fees to which the Chairman advised this was related to legal matters in respect of the Cemetery and ex Clerk.

A resident raised a question in regards to S137 which the Clerk explained and agreed to further advise in writing.

4 Chairmans Report - Ref: 599

The Chairman hadn't undertaken any civic duties in August which have been limited due to Covid restrictions.

5 To approve the draft minutes of Council Meeting held on 08/07/21 - Ref: 600

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

Proposed: Cllr S. Gaughan Seconder: Cllr A. Somerscales For: 7 Against: 0 Abstain: 1

6 To approve the draft minutes of Extraordinary Council Meeting held on 15/07/21 - Ref: 601

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

Proposed: Cllr A. Somerscales Seconder: Cllr S. Gaughan For: 6 Against: 0 Abstain: 2

7 Finance - Ref: 602

a) To approve the Accounting Statements for period ending 31/07/2021 - Ref: 603

The summarised accounting statements had been circulated prior to the meeting.

Several councillors requested the full statements which was agreed to be sent.

It was resolved to approve the Account Statements as a true record.

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

b) To approve the Schedule of Payments - Ref: 604

It was resolved to approve the Schedule of Payments totalling £12659.52

Proposed: Cllr J. Wrighty Seconder: Cllr M. Galligan All in favour

8 Reports from External bodies:- - Ref: 605

a) Lincolnshire Police - Ref: 606

The Clerk had met with the local Police and agreed a process for regular reports. He also encouraged any incidents to be reported to the Police instead of each other. He's happy to pass any reports to the Police.

For July there were 120 calls for service with 2 calls of note being a garage broken into on Navigation Lane and a cut off lock on Riby Road which was possibly related to deer poaching or lamping. Two reports of anti social behaviour at the Sports Field were reported.

b) West Lindsey District Council. - Ref: 607

Cllr Brierley had kindly supplied a report which was circulated to Councillors.

These are draft minutes and have not been formally approved and adopted



c) Lincolnshire County Council - Ref: 608

Cllr Smith had given his apologies but provided a report: I have been dealing with a number of issues in the locality principally pot holes and blocked drains. I have also asked where we are with Roman Way being adopted as I asked for a timeline some time ago. I have chased this just this week before I went away. As soon as I have an update I shall provide it to the council. Should there be any issues the council wish me to address I shall do so when I return.

d) Caistor Cares - Ref: 609

Cllr Mackenzie advised that coffee mornings were to re-start from 10th September in the Town Hall.

e) Caistor Goes - Ref: 610

Cllr Mackenzie updated Councillors on proposed events including the Party at the Beach on 21st August 2021.

9 Reports from Committee's - Ref: 611

a) Finance Committee - Ref: 612

The Finance Committee had met with nothing to report and intended meeting roughly a week prior to all future meetings.

b) Employment & Personnel Committee - Ref: 613

No meetings had taken place

c) Market Committee - Ref: 614

No meetings had taken place but Cllr Gaughan advised that he had been covering the markets. He informed the meeting that there was 12 stalls and a nice atmosphere throughout the morning.

d) Economic Development Committee - Ref: 615

No meetings had taken place

10 Clerks Report & Parish Matters - Ref: 616

a) Co-Option to 3 vacancies - Ref: 617

Following a voting process Ron Lyus, Stephen Hodson and Philip Richardson were co-opted onto the Council.

b) Review of Allotment Tenancy Agreement - Ref: 618

The Tenancy Agreement for Allotment Owners was reviewed. It was resolved to amend the agreement to reflect that the annual rent is payable by 1st April of each year.

Proposed: Cllr A. Somerscales Seconder: Cllr J. Wright All in favour

c) Review of Allotment fees effective 1st April 2022 - Ref: 619

It was resolved to increase the allotment fees to £30 effective 1st April 2022

Proposed: Cllr J. Wright Seconder: Cllr A. Somerscales All in favour

d) Review of Cemetery Regulations - Ref: 620

The Clerk had previously circulated suggested revisions to the Cemetery Rules and Regulations with the following amendments:-

- a) Burial plots to be 2.7 mtrs x 1.35 and Cremation plots to be 1.35 mtrs square.
- b) Exclusive Rights of Burial to be issued for a period of 99 years.
- c) Addition of requirement to serve on the Council relevant certificates
- d) Town Council not to be responsible for preparation of graves
- e) All graves to be dug by hand
- f) Six month settlement before head stones are placed

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

e) Review of Cemetery Fees - Ref: 621

This would be reviewed in September.

f) Permission for Caistor Community Cinema Group to use South Street Park on 11th September 2021 7

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pm - Ref: 622

Permission was granted

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

g) Permission for Caistor Prom to use South Street Park on 12th September 2021 - Ref: 623

Permission was granted

Proposed: Cllr J. Wright Seconder: Cllr J. Hughes Cllr J. Hughes

h) Highway Service - Volunteering Days - Ref: 624

The Clerk informed Council that applications had been submitted for minor refurbishment of the play areas and re-surfacing of Cornhill.

i) 2-4 Market Place - Public Works Loan Board - Ref: 625

Cllrs Hughes, Mackenzie, Gaughan, Wright and Somerscales declared an interest in this item.

The Clerk granted a dispensation to those Councillors prior to the meeting commencing.

Further to the Extraordinary Meeting held on 15th August 2021 whereby this matter was discussed it was resolved to agreed in principle to support the Caistor District Land Trust by seeking the Secretary of State's approval for a Public Works Loan Board up to a maximum of £750,000 subject to the appropriate criteria meeting met.

Proposed: Cllr M. Galligan Seconder: Cllr A. Somerscales All in favour

j) Review Tracking Report - Ref: 626

14941 - VAT

The Clerk confirmed a repayment claim had been submitted totalling £13935.

14943 - Website & Email

The new website was well underway as was Councillor dedicated emails which was expected to be rolled out the following week.

14949 - Caistor Sports & Social Club Lease

The draft lease had been circulated to members of the working party who had no further comments to make. Representatives of the CS&SC had not yet responded and the Clerk had arranged a meeting with them on 19/08/21 to progress

14955 - Cornhill

It was resolved to line this area with parking spaces and a loading bay at a cost of £495.

Proposer: J. Wright Seconder: Cllr A. Somerscales All in favour

14957 - Metal Railings Nettleton Road/A46 corroded/falling to bits

Lincolnshire County Council has placed a work order and a date was expected for the work to be completed.

15557 - Damaged Railings on Horsemarket

ACIS had been unable to complete works as the pavement was collapsing which was awaiting inspection and remedial works by Lincolnshire County Council.

15558 - Car Parking at Mill Lane

The queries raised at the July meeting had been presented to ACIS with no response to date.

Cllr Critten had been written to in respect of the taking of photographs prior to occupation.

Cllr Galligan raised the issue of parking with Caistor and it was agreed to explore the purchasing of the Mill Lane site.

15578 - Tree Complaint at Cemetery

The Clerk had previously circulated photographs and details of contractors to undertake the work.

It was resolved to appoint Company B at a cost of £1795 to undertake the work.

Proposer: Cllr C. Mackenzie Seconder: Cllr M. Galligan All in favour

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15627 - Welcome Back Fund

The Clerk confirmed that all grant applications under this fund had been approved other than the re-surfacing of Cornhill which was a capital expenditure and therefore excluded.

Quotes were now being obtained.

11 Correspondence Received - Ref: 627

a) MS - FOI Requests x 2 - Ref: 628

Two Freedom of Information requests had been received which the Clerk had responded to.

12 Date of next meeting 9th September 2021

All items for the agenda 2nd September 2021 - Ref: 629

All agenda items to be submitted by 2nd September 2021

Meeting closed at 8.20 pm