



Public Agenda Pack

Council Meeting

Thursday 13th January 2022



You are hereby summoned to attend the meeting of Planning Committee which will be held on Thursday 13 January 2022 commencing at 6.45 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
07/01/2022

AGENDA

- 1 To receive apologies and reasons for absence
- 2 To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests
- 3 To approve the minutes of the Planning Committee Meeting held on 8th June 2021
- 4 To confirm planning decisions:-
 - a) Application Number 143889. Martin Commercials Ltd, North Kelsey Road, Caistor (Mr Stuart Martin). Planning application to erect single storey front extension to existing HGV worksop. Granted time limit and conditions
 - b) Application Number 143991. 4 Lincoln Drive, Caistor (Mr Karl Fenton). Application for non-material amendment to planning permission 140537 granted 20 March 2020 – amended door and window arrangements. Granted without conditions.
 - c) Application 144070. Sewage Works, Navigation Lane, Caistor (Lincolnshire County Council). County Matters application for the installation of 5no operational kiosks and a new wash water pumping station – PL/0149/21. No observations/objections
- 5 To discuss planning applications:-
 - a) Application Number 144093. 3 North Street, Caistor (Mr and Mrs Neil and Ellen Knapton). Planning application to remove flat roof extension and extend bungalow to include erection of double garage, replace windows and render property, and associated access and landscaping works.
 - b) Application Number 144085. Caistor Grammar School, Church Street, Caistor (Shona Buck). Planning application for removal 3no existing mobile classrooms and the erection of a purpose-built two storey classroom block.



- c) Application Number 144173. 9 South Street, Caistor (Mr Audin). Planning application for conversion and extension of existing outbuilding into 1no independent dwelling – re-submission of application 140964
- d) Application Number PL/0167/21 - Land to east of Smithfield Road, North Kelsey Moor (Egdon Resources UK Limited). To vary conditions 1 (expiry date) and 3 (approved documents and drawings) of planning permission 141306
- e) To consider any additional applications received.



Minutes of the Planning Committee held at 6.45 pm at the Caistor Town Hall on 9 December 2021

Present: Cllr S. Davey, Cllr P. Richardson, Cllr J. Bowman, Cllr S. Critten (Chair), Cllr S. Gaughan, Cllr M. Galligan,
Cllr S. Hodson, Cllr C. Mackenzie, Cllr A. Somerscales, Cllr O. Bierley,
In Attendance: Carl Thomas, Cllr O. Bierley,
Members of public present: 4

1 To receive apologies and reasons for absence - Ref: 890

Cllrs Wright, Lyus, Sizer, Rudd

2 To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests - Ref: 891

None

3 To approve the minutes of the Planning Committee Meeting held on 11/11/21 - Ref: 892

It was resolved to approve these as a true record

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

4 To confirm planning decisions:- - Ref: 893

a) Application Number 143215. 29 Nettleton Road, Caistor (Ms Florence Kirke). - Ref: 894

Planning application to erect fence with bi-folding gates and erect 2no sheds in front garden.

Refused.□

b) Application Number 143765. The Mill, Whitegate Hill, Caistor (Mr Booth and Mrs Heydenblut). - Ref: 895

Application for approval of reserved matters for Plot 7, considering appearance, landscaping, layout and scale, following outline permission 138304 granted 16 November 2018 for erection of 5no dwellings.

Granted time limit and conditions.

c) Application 143633. 95 Brigg Road, Caistor (Mr B Cox). - Ref: 896

Planning application for single storey log cabin with associated car parking works. Instructed to withdraw application.

d) Application Number 143819. 8 Hansard Crescent, Caistor (Mr J Pearson). - Ref: 897

Planning application to remove conservatory and erect single storey rear extension and render rear elevation.

Granted time limit and conditions.

e) Application Number 143861. The Mill, (Plot 6), Whitegate Hill, Caistor (Mr L Togher). - Ref: 898

Application for approval of reserved matters for Plot 6, considering appearance, landscaping, layout and scale, following outline permission 138304 granted 16 November 2018 for 5no dwellings.

Granted time limit and conditions

f) Application Number 143805. Land to r/o 28 Nettleton Road, Caistor (Mr Lawrence Warne) - Ref: 899

Planning application for 1no. dwelling with integral garage and new vehicle access - resubmission of 143046.
Refused.

5 To discuss planning applications:- - Ref: 900

a) Application Number 143987. Land at Brigg Road, Caistor (Ms Heather Sugden). - Ref: 901

Application for lawful development certificate to confirm planning permission 136656 meets criteria for new build and not conversion.

No objections

b) Application Number 143991. 4 Lincoln Drive, Caistor (Mr Karl Fenton). - Ref: 902

Application for non-material amendment to planning permission 140537 granted 20 March 2020 – amended door and window arrangements.

No objections

Signature:



c) Application Number: 144011. 107 Brigg Road, Caistor (Mr David Robinson) - Ref: 903

Planning application for erection of steel framed outbuilding for general storage use.

No objections

d) Application Number 144070. Sewage Works, Navigation Lane, Caistor (LCC)

- Ref: 904

County Matters application for the installation of 5no. operational kiosks and a new wash water pumping station

- PL/0149/21

No objections

e) To discuss any further planning applications. - Ref: 905

None

Meeting closed at 6.53 pm

Signature:



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on Thursday 13 January 2022 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.

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Carl Thomas

Town Clerk

07/01/2022

AGENDA

- 1 Apologies for absence & reasons given
- 2 To receive declarations of interest
- 3 Public Session (10 minutes)
- 4 Chairmans Report
- 5 To approve the draft minutes of the Council Meeting held on 09/12/21
- 6 Finance
 - a) To approve the Accounting Statements for period ending 31/12/21
 - b) To approve the Schedule of Payments
- 7 Reports from External bodies:-
 - a) Lincolnshire Police
 - b) West Lindsey District Council.
 - c) Lincolnshire County Council
 - d) Caistor Cares
 - e) Caistor Goes
- 8 Reports from Committee's
 - a) Finance Committee
 - b) Employment & Personnel Committee
 - c) Market Committee
 - d) Economic Development Committee
 - e) Town Hall Management Committee
- 9 Clerks Report & Parish Matters
 - a) Lincolnshire Fieldpaths Association



- b) Grant Application: Caistor Methodist Church
- c) Grit bin for cemetery
- d) Road gritting in Caistor
- e) Caistor Street Watch
- f) Public Works Loan Board
- g) Storage of Council equipment
- h) Review Tracking Report
- 10 Correspondence Received
- a) JW - Is Roman Way adopted ? / Grit bin request
- 11 Date of next meeting: 10th February 2022



Minutes of the Caistor Town Council held at 7.00 pm at the Caistor Town Hall on 9 December 2021

Present: Cllr S. Davey, Cllr P. Richardson, Cllr J. Bowman, Cllr S. Critten (Chair), Cllr S. Gaughan, Cllr M. Galligan,
Cllr S. Hodson, Cllr C. Mackenzie, Cllr A. Somerscales,
In Attendance: Carl Thomas, Cllr O. Bierley (WLDC),
Members of public present: 6

1 Apologies for absence & reasons given - Ref: 906

Cllrs Wright, Sizer, Lyus, Rudd, Hughes

2 To receive declarations of interest - Ref: 907

Cllr Davey in item 9A.

3 Public Session (10 minutes) - Ref: 908

Member of the public spoke about the proposed oil drilling at North Kelsey Moor.

4 Chairmans Report - Ref: 909

The Vice Chairman thanked Cllr Bowman and everybody involved in the Christmas lights switch on event.

5 To approve the draft minutes of Council Meeting held on 11/11/21 - Ref: 910

It was resolved to approve these as a true record.

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

6 Finance - Ref: 911

a) To approve the Accounting Statements for period ending 30/11/21 - Ref: 912

The Clerk had previously circulated the accounting statements for the period ending 30th November 2021.
It was resolved to approve these as a true record.

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

b) To approve the Schedule of Payments - Ref: 913

It was resolved to approve the Schedule of Payments totalling £5114.90

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

c) To approve the budget for 2022/23 - Ref: 914

It was resolved to approve the budget for 2022/23.

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

d) To approve the precept demand for 2022/23 - Ref: 915

It was resolved to approve the precept demand of £100,000 for the financial year 2022/23.

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

e) Grass Cutting Contract 2022/23 - Ref: 136825

As part of the 2022/23 budget process it was resolved to award the grass cutting contract for 2022/23 to Immingham Town Council.

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

f) Road Gritting and Snow Clearance - Ref: 136824

The Clerk advised Councillors that gritting of roads had commenced and due to the recent cold spell £1000 of the £2500 budget had been spent and it was likely that we would need to use reserves especially as the traditional cold spell had not been reached.

The Clerk introduced a Gritting and Snow Clearance Policy to provide a formal framework to assist in the decision making process on whether to grit or not. It was resolved to adopt the policy with immediate effect and appoint Cllrs Davey and Mackenzie to the a new Gritting and Snow Clearance delegated committee.

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

Signature:



7 Reports from External bodies:- - Ref: 916

Cllr J. Wright

a) Lincolnshire Police - Ref: 917

The Clerk read out a report from Lincolnshire Police

b) West Lindsey District Council. - Ref: 918

Cllr Bierley had previously circulated a report.

c) Lincolnshire County Council - Ref: 919

Cllr T. Smith advised that he was dealing with ongoing matters including Horsemarket, parking issues on Bank Lane and Hersey Road.

d) Caistor Cares - Ref: 920

Cllr Mackenzie advised that coffee mornings continued on Friday mornings at the Town Hall finishing on 17th Dec and re-starting on 7th January.

e) Caistor Goes - Ref: 921

Cllr Mackenzie was hopeful of grant funding to help progress events in 2022.

f) Town Hall Management Committee - Ref: 922

Cllr Gaughan confirmed the town Hall was getting busier and events were proving popular.

8 Reports from Committee's - Ref: 923

a) Finance Committee - Ref: 924

The Finance Committee continued to meet monthly and had nothing to add.

b) Employment & Personnel Committee - Ref: 925

Cllr Davey confirm the Clerks review was completed with no matters arising, the handyman's contract had been renewed for 12 months and a winter work schedule was in operation.

c) Market Committee - Ref: 926

Cllr Bowman confirm the market continued to do well and the Christmas Market was very well attended.

d) Economic Development Committee - Ref: 927

No meetings had taken place

9 Clerks Report & Parish Matters - Ref: 928

a) Caistor & District Lions Bonfire Event - Ref: 929

It was resolved to allow Caistor Lions to host the fireworks event at South Street Park on 5th November 2022.

b) Rural/Market Town Group - Ref: 930

It was agreed not to join the Rural Market Town Group.

c) Welcome Back Funding - Ref: 931

The Clerk outlined the current progress on the Welcome Back Fund and sought ideas for a further spend of between £8-10,000.

d) Location of new benches, cycle racks and notice board - Ref: 932

It was agreed to locate the new benches at Town Hall, nr ROK Foundation, A46 between Caistor Top and Police Station, Nettleton Road/Cromwell Road, Sports field x 2

It was agreed to locate the bike racks at Arts & Heritage Centre x 3, South Street Park, Sports Field x 2, Sports & Social Club and investigate locating 1 at old Magistrates Court.

e) Caistor Watch - Ref: 933

The Clerk gave an update on implementation of Caistor Watch and was awaiting advice from the insurance underwriters and the Police.

f) Review Tracking Report - Ref: 934

Signature:



15568 - CCTV at Sports Ground

Quotes had been obtained to replace cameras and take control of CCTV. Information was presently awaiting from WLDC before proceeding further.

16482 - Highway Service - Volunteering Days

A successful meeting had been held with LCC and it was hoped that the play areas would be refurbished in the new year.

17989 - Play Areas Inspection reports

The play areas had been inspected in November with no areas of concern identified.

18761 - Cricket Club Lease & Problems

A draft lease from the cricket club was awaited.

Cllr Hodson and Davey agreed to look into and report back to Council on the Chafer Bugs problem.

18950 - Neighbourhood Plan Steering Group

The first meeting had taken place but with only 3 members of the public. The next meeting would be in January and it was suggested that Councillors actively encouraged residents and business owners to become part of the group.

10 Correspondence Received - Ref: 935

a) PL/EW - Concerns with tree safety in church yard - Ref: 936

After investigation the Town Council appears to be responsible for the trees and a tree survey was to be proposed before any work was undertaken.

11 Date of next meeting 13/01/22 - Ref: 937

Items for the agenda by 6th January 2022.

Meeting closed at 8.43 pm

Signature:



Accounting Statements

Current Financial Year Ending 31/03/2022

Financial Period 01/04/2021 to 31/12/2021

Explanation of Variances

Legal Fees

Actual Total: 5824.00 **Budget:** 0.00 **Variation:** -5824.00 / 10000.00%

Not budgeted

Electricity - Market Place LN7 6TU

Actual Total: 79.10 **Budget:** 50.04 **Variation:** -29.06 / 5807.00%

Budgeted £50

Electricity - South Street Park

Actual Total: 127.13 **Budget:** 0.00 **Variation:** -127.13 / 10000.00%

Not budgeted

Electricity - Market Place LN7 6TL

Actual Total: 66.64 **Budget:** 0.00 **Variation:** -66.64 / 10000.00%

Not budgeted

Electricity - Sports Ground

Actual Total: 108.09 **Budget:** 0.00 **Variation:** -108.09 / 10000.00%

Not budgeted

Gas

Actual Total: 0.00 **Budget:** 0.00 **Variation:** 0.00 / 10000.00%

Not budgeted

Water: Sports Ground

Actual Total: 150.50 **Budget:** 50.04 **Variation:** -100.46 / 20076.00%

Not budgeted

Projects

Actual Total: 450.00 **Budget:** 0.00 **Variation:** -450.00 / 10000.00%

Marking out of Cornhill

Equipment

Actual Total: 3019.09 **Budget:** 500.04 **Variation:** -2519.05 / 50377.00%

New mowers purchased £2264. Repairs/maintenance of equipment totalling £672 YTD.



Summary of Income & Expenditure

Current Financial Year Ending 31/03/2022

Financial Period 01/04/2021 to 31/12/2021

End of year forecast auto calculated based on actual year to date averaged over 9 months manually adjusted where appropriate.

		Actual	Budget	Variance		EOY
		YTD		£	%	Forecast
Income						
Income: General						
100	Precept	0	93900	-93900	-100	93900
140	Cemetery Income	3665	3100	565	18	4887
120	Allotment Income	325	350	-25	-7	350
130	Market Rents	2315	1000	1315	131	3086
150	Caistor Sports & Social Club	1038	312	726	233	1563
160	WLDC Street Cleaning	0	1404	-1404	-100	1404
170	Grass Cutting	1545	0	1545	100	1545
180	Grants	0	2665	-2665	-100	2665
350	VAT Reclaimable	13935	0	-13935	100	16802
375	Town Hall	520	0	-520	100	520
199	Miscellaneous Income	3239		-3239		3238
Income: General Totals		26582	102731	-111539	-74	129960
Income Totals		26582	102731	-111539	-74	129960
Expenditure						
Expense: General						
500	Salaries	14363	27800	13437	-48	20271
503	PAYE & NI	2087	2600	513	-20	5983
501	Staff Travel & Benefits	0	0	0	100	
502	Contractors	11618	11570	-48	0	14670
509	Other Staff Expenses	49	0	-49	100	100
520	General Office	481	1000	519	-52	911
530	Hall Hire	180	0	-180	100	240
540	Insurance	3428	3535	107	-3	3428
550	Audit	760	850	90	-11	760
560	Subscriptions	35	500	465	-93	500
570	Training	155	500	345	-69	250
580	Election	0	0	0	100	
581	Mayor Allowance	0	0	0	100	
555	Professional Fees	11	1000	989	-99	1000
556	Legal Fees	5824	0	-5824	100	6500
590	Amenity Cut	1838	4100	2262	-55	2450
591	Public Rights of Way	0	550	550	-100	
592	Parks	750	3000	2250	-75	1150
593	Sportsground	1470	3000	1530	-51	2047
594	Cemeteries/Church	945	2000	1055	-53	3240
595	Allotments	0	300	300	-100	300
610	Market	0	0	0	100	
596	Community Orchard	78	160	82	-51	78
750	Section 137	50	5000	4950	-99	5000
650	Community Dev	10479	5000	-5479	110	5000
521	Telephone & Broadband	527	900	373	-41	620
700	Electricity - Market Place LN7 6TU	79	50	-29	58	136
701	Electricity - South Street Park	127	0	-127	100	218
702	Electricity - Market Place LN7 6TL	67	0	-67	100	114
703	Electricity - Sports Ground	108	0	-108	100	185
710	Gas	0	0	0	100	0
720	Water: Sports Ground	151	50	-100	201	226
721	Water: Cemetery	30		-30		50
722	Water: Allotments	0		0		50
765	Play Park Refurbishment	0	500	500	-100	500



Summary of Income & Expenditure

Current Financial Year Ending 31/03/2022

Financial Period 01/04/2021 to 31/12/2021

End of year forecast auto calculated based on actual year to date averaged over 9 months manually adjusted where appropriate.

		Actual		Variance		EOY
		YTD	Budget	£	%	Forecast
760	Projects	450	0	-450	100	450
597	Caistor Sports & Social Club	2225	3500	1275	-36	3500
522	Town Hall	0	2500	2500	-100	2500
582	Civic	0	500	500	-100	500
601	Equipment	2943	500	-2443	489	3300
660	WLDC	0	1040	1040	-100	1040
598	Market Place	182	500	318	-64	250
603	Gritting & Snow Clearance	0	2500	2500	-100	2500
751	Community Development	0	0	0	100	
766	CCTV	0	3000	3000	-100	3000
799	Contingency	0	1200	1200	-100	1200
652	Grants & Donations	0	0	0	100	0
Expense: General Totals		61489	89205	27716	-31	94217
Expenditure Totals		61489	89205	27716	-31	94217



Bank Reconciliation

Balances as per bank statements as at 02/01/2022

Natwest Current Account	1741.79	104672.81
Natwest Business Reserve Account	102931.02	

Unrepresented Payments & Receipts

Date	Invoice Ref	Type	Description	Credit	Debit
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Nett balance as at 02/01/2022 **104673.68**

General Reserves

Earmarked Reserves

CIL (Open plan 2340 + other)	5874.00
Elections (2022)	2050.00
Parks equipment	100.00
South Street Park Millenium	100.00
Market Place trading	500.00
Market Place layout	1000.00
Sports Field fencing	500.00
Sports and Social Club roof	1000.00
Sports and Socila Club	500.00
Youth Council	500.00
EMR ??	6250.00
Cash Reserves	12338.71

Cash Book

Opening Balance Bank 1	106333.36	144261.54
Opening Balance Bank 2	37928.18	
Opening Balance Bank 3	0.00	
Opening Balance Bank 4	0.00	
Receipts in current year	26581.55	
Payments in current year	63340.75	
Cash Book Closing Balance		104673.68



Outstanding Invoices

Report Date: 11/10/2020

	Total Outstanding	Current	31-60	61 - 90	90+
Caistor Sports & Social Club	175.00	175.00			
Lincolnshire Co-Operative Funeral Care	150.00	150.00			
	<hr/>	<hr/>			
	325.00	325.00			



Budget Report - Income

Current Financial Year Ending 31/03/2022

Financial Period 01/04/2021 to 31/12/2021

This report is based on Payment Date

Details	2018/19		Current Financial Year: 2019/20					Variation		
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%
Income: General										
Precept			93900	0	0	0	0	0	-93900	?
Cemetery Income			3100	1735	1220	710	0	3665	565	18.23
Allotment Income			350	225	100	0	0	325	-25	-7.15
Market Rents			1000	736	800	778	0	2315	1315	131.47
Caistor Sports & Social Club			312	163	0	875	0	1038	726	232.53
WLDC Street Cleaning			1404	0	0	0	0	0	-1404	?
Grass Cutting			0	0	0	1545	0	1545	1545	100.00
Grants			2665	0	0	0	0	0	-2665	?
VAT Reclaimable			0	0	13935	0	0	13935	-13935	100.00
Town Hall			0	0	0	520	0	520	-520	100.00
Miscellaneous Income				360	1	2878	0	3239	-3239	
Income: General Total			102731	3219	16056	7307	0	26582	?	-74
Total			102731	3219	16056	7307	0	26582	?	-74



Budget Report - Expenditure

Current Financial Year Ending 31/03/2022

Financial Period 01/04/2021 to 31/12/2021

This report is based on Payment Date

Details	2018/19		Current Financial Year: 2019/20					Variation		
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%
Expense: General										
Salaries	27800		27800	3001	9358	2003	0	14363	13437	-48
PAYE & NI	2600		2600	628	0	1459	0	2087	513	-20
Staff Travel & Benefits	0		0	0	0	0	0	0	0	100
Contractors	11570		11570	2088	4954	4576	0	11618	-48	0
Other Staff Expenses	0		0	49	0	0	0	49	-49	100
General Office	1000		1000	0	163	319	0	481	519	-52
Hall Hire	0		0	0	120	100	0	220	-220	100
Insurance	3535		3535	0	3428	0	0	3428	107	-3
Audit	850		850	0	360	400	0	760	90	-11
Subscriptions	500		500	35	0	0	0	35	465	-93
Training	500		500	0	0	155	0	155	345	-69
Election	0		0	0	0	0	0	0	0	100
Mayor Allowance	0		0	0	0	0	0	0	0	100
Professional Fees	1000		1000	11	0	0	0	11	989	-99
Legal Fees	0		0	0	5809	15	0	5824	-5824	100
Amenity Cut	4100		4100	0	1532	1226	0	2758	1342	-33
Public Rights of Way	550		550	0	0	0	0	0	550	-100
Parks	3000		3000	22	436	484	0	942	2058	-69
Sportsground	3000		3000	184	1089	471	0	1744	1256	-42
Cemeteries/Church	2000		2000	0	325	620	0	945	1055	-53
Allotments	300		300	0	0	0	0	0	300	-100
Market	0		0	0	0	0	0	0	0	100
Community Orchard	160		160	0	78	0	0	78	82	-51
Section 137	5000		5000	0	50	0	0	50	4950	-99
Community Dev	5000		5000	1010	1050	8419	0	10479	-5479	110
Telephone & Broadband	900		900	169	169	189	0	527	373	-41
Electricity - Market Place LN7 6TU	50		50	34	34	11	0	79	-29	58
Electricity - South Street Park	0		0	30	49	47	0	127	-127	100
Electricity - Market Place LN7 6TL	0		0	33	33	0	0	67	-67	100
Electricity - Sports Ground	0		0	43	46	19	0	108	-108	100
Gas	0		0	0	0	0	0	0	0	100
Water: Sports Ground	50		50	24	68	59	0	151	-100	201
Water: Cemetery				0	13	17	0	30	-30	
Water: Allotments				0	0	0	0	0	0	
Play Park Refurbishment	500		500	0	0	0	0	0	500	-100
Projects	0		0	0	0	450	0	450	-450	100
Caistor Sports & Social Club	3500		3500	1323	772	130	0	2225	1275	-36
Town Hall	2500		2500	0	0	0	0	0	2500	-100
Civic	500		500	0	0	0	0	0	500	-100
Equipment	500		500	2037	826	156	0	3019	-2519	504
WLDC	1040		1040	0	0	0	0	0	1040	-100
Market Place	500		500	0	182	350	0	532	-32	6
Gritting & Snow Clearance	2500		2500	0	0	0	0	0	2500	-100
Community Development	0		0	0	0	0	0	0	0	100
CCTV	3000		3000	0	0	0	0	0	3000	-100
Contingency	1200		1200	0	0	0	0	0	1200	-100
Grants & Donations	0		0	0	0	0	0	0	0	100
Expense: General Total			89205	10722	30943	21676	0	63341	25865	-29
Total			89205	10722	30943	21676	0	63341	25865	-29



Sales Invoice Analysis

Current Financial Year Ending 31/03/2022

Financial Period 01/04/2021 to 31/12/2021

Invoice Date	Payment Date	Invoice No	Client	Details	Nett	VAT	Total
09/04/2021	09/04/2021	80	605114	Bank Payment: Miscellaneous Income	50.00		50.00
09/04/2021	09/04/2021	81	605114	Bank Payment: Miscellaneous Income	805.00		805.00
12/05/2021	12/04/2021	82	Caistor Running Club	Bank Payment: Caistor Sports & Social	52.00		52.00
12/05/2021	12/04/2021	83	Caistor Hillside	Bank Payment: Licence Fee	52.00		52.00
30/04/2021	30/04/2021	79	Natwest Bank	Bank Payment: Bank Interest	0.31		0.31
30/04/2021	30/04/2021	84	Market Rent	Bank Payment: Market Rents	31.50		31.50
30/04/2021	30/04/2021	85	West Lindsey District Council	Bank Payment: Miscellaneous Income	306.94		306.94
30/04/2021	30/04/2021	86	Nat West Bank	Bank Payment: Interest	0.31		0.31
01/05/2021	01/05/2021	87		Bank Payment:	0.01		0.01
07/05/2021	07/05/2021	88	Caistor Tennyson Tigers	Bank Payment: Caistor Sports & Social	52.00		52.00
10/05/2021	10/05/2021	89	Market Rents	Bank Payment: Market Rents	236.75		236.75
20/05/2021	20/05/2021	102		Bank Payment: Allotment Income	25.00		25.00
18/05/2021	23/05/2021	97		Allotment Rent	25.00		25.00
18/05/2021	25/05/2021	94		Allotment Rent	25.00		25.00
25/05/2021	25/05/2021	103	Market Rents	Bank Payment: Market Rents	131.25		131.25
18/05/2021	26/05/2021	91		Allotment Rent	25.00		25.00
28/05/2021	28/05/2021	117	Nat West Bank	Bank Payment: Interest	0.29		0.29
18/05/2021	01/06/2021	95			25.00		25.00
19/05/2021	02/06/2021	101		Allotment rent for the period 01/04/2021	25.00		25.00
09/06/2021	09/06/2021	112	Market Rents	Bank Payment: Market Rents	216.05		216.05
09/06/2021	09/06/2021	113	Walking Football	Bank Payment: Miscellaneous Income	52.00		52.00
09/06/2021	09/06/2021	115	Overpayment	Bank Payment: Caistor Sports & Social	6.50		6.50
10/06/2021	11/06/2021	109	J.W. Varlow & Son		620.00		620.00
18/05/2021	17/06/2021	90			25.00		25.00
23/06/2021	23/06/2021	118	Market Rents	Bank Payment: Market Rents	120.75		120.75
23/06/2021	23/06/2021	119		Bank Payment: Burial plot reservation	310.00		310.00
30/06/2021	30/06/2021	120	Nat West Bank	Bank Payment: Bank Interest	0.34		0.34
18/05/2021	11/07/2021	92			25.00		25.00
18/05/2021	11/07/2021	93			25.00		25.00
11/07/2021	11/07/2021	124	Lincolnshire Co-operative Funeral		250.00		250.00
11/07/2021	11/07/2021	125		Credit as direct bank payment	-25.00		-25.00
11/07/2021	11/07/2021	126		Credit due to direct bank payment	-25.00		-25.00
11/07/2021	11/07/2021	131	Lincolnshire Co-operative Funeral	Credit on invoice 124 issued in error	-250.00		-250.00
11/07/2021	13/07/2021	123	Cliff Bradley and Sons		495.00		495.00
18/05/2021	15/07/2021	98			25.00		25.00
18/05/2021	15/07/2021	99			25.00		25.00
18/05/2021	16/07/2021	100		Allotment rent for the period 01/04/2021	25.00		25.00
21/07/2021	21/07/2021	133	Market Rents	Bank Payment: Market Rents	252.50		252.50
15/06/2021	26/07/2021	110	Co Op Funeralcare	Interment of the late Mr Bryan Hornsby	180.00		180.00
09/07/2021	30/07/2021	121	J. Naylor (Funeral Directors) Limited		360.00		360.00
30/07/2021	30/07/2021	132	Nat West Bank	Bank Payment: Bank Interest	0.31		0.31
11/07/2021	31/07/2021	122	Co-Op Funeralcare	Interment fee for the late Mr Brian	180.00		180.00
31/07/2021	31/07/2021	174	Co-Op Funeralcare		-180.00		-180.00
26/06/2021	04/08/2021	116	Lincolnshire Co-Operative Funeral Care	Interment of the late Edith Smith - Grave	185.00		185.00
18/08/2021	18/08/2021	137	Market Rents	Bank Payment: Market Rents	246.80		246.80
18/05/2021	25/08/2021	96			25.00		25.00
31/08/2021	31/08/2021	138	Nat West Bank	Bank Payment: Interest	0.33		0.33
07/09/2021	07/09/2021	145	HMRC	Bank Payment: VAT Reclaimable	13935.25		13935.25
22/09/2021	22/09/2021	146	Market Rents	Bank Payment: Market Rents	300.65		300.65
20/09/2021	23/09/2021	142	Lincolnshire Co-Operative Funeral Care	Memorial application - plot 335 Jenny	65.00		65.00
23/09/2021	23/09/2021	143	Lincolnshire Co-Operative Funeral Care	Credit of invoice 142	-65.00		-65.00
30/09/2021	30/09/2021	159	Nat West Bank	Bank Payment: Interest	0.31		0.31
02/10/2021	02/10/2021	151	Opus Energy	Bank Payment: Electricity - South Street	45.17		45.17
04/10/2021	04/10/2021	150	Caistor Goes	Bank Payment: Return of grant	1010.00		1010.00



Sales Invoice Analysis

Current Financial Year Ending 31/03/2022

Financial Period 01/04/2021 to 31/12/2021

Invoice Date	Payment Date	Invoice No	Client	Details	Nett	VAT	Total
12/09/2021	08/10/202	140	Natwest Group		520.00		520.00
08/10/2021	15/10/202	147	Caistor Sports & Social Club		525.00		525.00
16/09/2021	18/10/202	141	Lincolnshire County Council		1544.83		1544.83
23/09/2021	25/10/202	144	Lincolnshire Co-Operative Funeral Care	Memorial application x 2 - Mrs & Mrs	130.00		130.00
29/10/2021	29/10/202	155	Natwets Bank	Bank Payment: Interest	0.30		0.30
01/11/2021	01/11/202	148	Caistor Sports & Social Club		175.00		175.00
03/11/2021	03/11/202	157	Market Rents	Bank Payment: Market Rents	301.15		301.15
05/11/2021	05/11/202	158	Leake's Masonry	Bank Payment: Memorial - A. Cressy	65.00		65.00
12/11/2021	12/11/202	160	HMRC	Bank Payment: VAT Refund	1866.67		1866.67
23/11/2021	23/11/202	161	██████████				
23/11/2021	23/11/202	162	██████████				
23/11/2021	23/11/202	163	██████████		500.00		500.00
30/11/2021	30/11/202	167	Nat West	Bank Payment: Miscellaneous Income	0.65		0.65
01/12/2021	01/12/202	164	Caistor Sports & Social Club	01/12/21 - 31/12/21 Lease payment of	175.00		175.00
08/12/2021	08/12/202	168	Serenity Memorials	Bank Payment: Memorial fee	15.00		15.00
09/12/2021	09/12/202	169	██████████	Bank Payment: Salary Overpayment	305.04		305.04
22/12/2021	22/12/202	170	Market Rents	Bank Payment: Market Rents	377.25		377.25
31/12/2021	31/12/202	173	Nat West Bank	Bank Payment: Bank Interest	0.87		0.87
	1						
					26832.08	0.00	26832.08



Expense Analysis

Current Financial Year Ending 31/03/2022

Financial Period 01/04/2021 to 31/12/2021

Invoice Date	Payment Date	Invoice Ref	Supplier/Payee	Details	Nett	VAT	Total
06/04/2021	06/04/2021	343	Opus Energy	Electricity	48.11	2.41	50.52
09/04/2021	09/04/2021	344	Farm & Garden Machinery	Bank Payment: Handyman Equipment	138.66	27.73	166.39
09/04/2021	09/04/2021	346	[REDACTED]	Bank Payment: Handyman wages	57.00		57.00
09/04/2021	09/04/2021	347	West Lindsey District Council	Bank Payment: Premises licence	10.50		10.50
09/04/2021	09/04/2021	348	[REDACTED]	Bank Payment: Staff Expenses	49.40		49.40
09/04/2021	09/04/2021	349	[REDACTED]	Bank Payment: Padlock for Millfields	22.00		22.00
09/04/2021	09/04/2021	350	Nugent Pumps	Bank Payment: Maintenance	184.24	36.85	221.09
12/04/2021	12/04/2021	351	Information Commissioner Office	Bank Payment: Annual fee	35.00		35.00
14/04/2021	14/04/2021	352	Vodafone	Bank Payment: Telephone & Broadband	18.14	3.63	21.77
26/04/2021	26/04/2021	353	BT	Bank Payment: Broadband	36.99	7.40	44.39
30/04/2021	24/05/2021	354	Southdale Service Station	Fuel	10.00	2.00	12.00
28/02/2021	24/05/2021	355	Southdale Service Station	Fuel	57.27	11.46	68.73
31/03/2021	24/05/2021	356	Southdale Service Station	Fuel	15.21	3.05	18.26
12/04/2021	24/05/2021	357	Caistor Farm & Garden Machinery	Ride on Mower	1806.94	361.39	2168.33
21/04/2021	24/05/2021	358	Caistor Farm & Garden Machinery	Poly fingers for strimmer	9.20	1.84	11.04
07/05/2021	24/05/2021	366	LS Joinery	repairs to roof at CS&SC	1290.00		1290.00
04/05/2021	04/05/2021	367	Opus Energy	Bank Payment: Electricity	47.93	2.40	50.33
18/05/2021	18/05/2021	368	[REDACTED]	Bank Payment: Salaries	1321.79		1321.79
11/05/2021	11/05/2021	369	HMRC	Bank Payment: PAYE & NI	628.20		628.20
12/05/2021	12/05/2021	370	Vodafone	Bank Payment: Telephone & Broadband	21.77		21.77
15/05/2021	15/05/2021	371	[REDACTED]	Bank Payment: Contractors	981.00		981.00
18/05/2021	18/05/2021	373	Anglian Water	Bank Payment: Water: Sports Ground	12.35		12.35
18/05/2021	18/05/2021	374	Anglian Water	Bank Payment: Water: Sports Ground	11.27		11.27
24/05/2021	24/05/2021	375	Caistor Sports & Social Club	Bank Payment: Keys	32.50		32.50
26/05/2021	26/05/2021	382	BT	Bank Payment: Telephone & Broadband	36.99	7.40	44.39
27/05/2021	27/05/2021	383	Caistor Goes	Bank Payment: Grants & Donations	1010.00		1010.00
28/05/2021	28/05/2021	384	[REDACTED]	Bank Payment: Salary - May 2021 M2	1134.78		1134.78
03/06/2021	03/06/2021	385	[REDACTED]	Bank Payment: Contractors	1049.50		1049.50
03/06/2021	03/06/2021	386	Opus Energy	Bank Payment: Electricity	45.11	2.26	47.37
08/06/2021	12/07/2021	388	Cassells Limited	Internal audit fees	360.00	72.00	432.00
31/05/2021	12/07/2021	389	Southdale Service Station	Fuel	30.86	6.17	37.03
08/06/2021	12/07/2021	390	Caistor Town Hall	Room hire 20/05/21 AGM	30.00		30.00
11/06/2021	12/07/2021	391	Bridge Mcfarland LLP	Legal services in respect of Andre	4840.80		4840.80
15/06/2021	12/07/2021	393	I C C M	Membership Fee	95.00		95.00
26/06/2021	26/06/2021	394	BT	Bank Payment: Telephone & Broadband	36.99	7.40	44.39
26/06/2021	12/07/2021	395	Rialtas Business Solutions Ltd	Alpha support contract	124.00	24.80	148.80
17/06/2021	12/07/2021	396	Rialtas Business Solutions Ltd	Alpha support contract credit	-62.00	-12.40	-74.40
21/06/2021	12/07/2021	397	The Cumbria Clock Company	Caistor Church clock service 24/05/21	170.00	34.00	204.00
14/06/2021	14/06/2021	398	Vodafone	Bank Payment: Telephone & Broadband	18.14	3.63	21.77
03/06/2021	12/07/2021	399	Brian Hunter (Electrician)	Electrical installation condition reports	213.00	42.60	255.60
17/05/2021	12/07/2021	401	Caistor Farm & Garden Machinery	Repairs to Stihl Strimmer	117.51	23.50	141.01
21/06/2021	12/07/2021	402	Caistor Farm & Garden Machinery	Lawn mower repairs	19.12	3.82	22.94
02/07/2021	12/07/2021	403	[REDACTED]	Expense Claim	140.48	28.10	168.58
12/06/2021	12/07/2021	404	[REDACTED]	Expense Claim	9.97		9.97
02/07/2021	02/07/2021	405	Opus Energy	Bank Payment: Electricity: South Street	17.57	0.88	18.45
02/07/2021	02/07/2021	406	Opus Energy	Bank Payment: Electricity: Market Place	11.03	0.55	11.58
02/07/2021	02/07/2021	407	Opus Energy	Bank Payment: Electricity: Market Place	10.86	0.54	11.40
02/07/2021	02/07/2021	408	Opus Energy	Bank Payment: Electricity: Sports	13.85	0.69	14.54
29/06/2021	29/06/2021	409	[REDACTED]	Bank Payment: Salaries - June 2021 M3	1679.64		1679.64
30/06/2021	03/09/2021	410	S R Thompson	6 months mole control on sports field	560.00		560.00
30/06/2021	23/08/2021	411	Southdale Service Station	Oil	43.12	8.63	51.75
26/07/2021	26/07/2021	412	BT	Bank Payment: Broadband	36.99	7.40	44.39
04/07/2021	23/08/2021	414	Caistor Town Hall	Hire of Town Hall	40.00		40.00



Expense Analysis

Current Financial Year Ending 31/03/2022

Financial Period 01/04/2021 to 31/12/2021

Invoice Date	Payment Date	Invoice Ref	Supplier/Payee	Details	Nett	VAT	Total
20/07/2021	23/08/202	415	[REDACTED]	Expense Claim	22.08	4.42	26.50
05/07/2021	05/07/202	416	[REDACTED]	Bank Payment: Contractors	1716.00		1716.00
14/07/2021	14/07/202	430	Vodafone	Bank Payment: Telephone & Broadband	18.14	3.63	21.77
15/07/2021	15/07/202	431	[REDACTED]	Bank Payment: Salaries	190.60		190.60
22/07/2021	29/07/202	432	Glendale Countryside Services	Parks	461.77	92.35	554.12
22/07/2021	29/07/202	433	Glendale Countryside Services	Amenity Cut	598.28	119.66	717.94
22/07/2021	29/07/202	434	Glendale Countryside Services	Amenity Cut	630.85	126.17	757.02
17/07/2021	23/07/202	435	Tailored Highway Support	Training for Caistor Goes	1050.00	210.00	1260.00
22/07/2021	23/08/202	436	Bridge Mcfarland LLP	Interim invoice	418.20		418.20
28/06/2021	23/08/202	437	Caistor Farm & Garden Machinery	Repairs to grass cutter	90.00	18.00	108.00
01/06/2021	23/08/202	438	Caistor Farm & Garden Machinery	Repair to mower	59.86	11.57	71.43
09/06/2021	23/08/202	439	Caistor Farm & Garden Machinery	Repairs to strimmer	18.92	3.78	22.70
01/06/2021	23/08/202	440	Caistor Farm & Garden Machinery	New mower	458.33	91.67	550.00
27/07/2021	27/07/202	441	Pul Sellars	Bank Payment: Supply & Fit New Front	750.00	150.00	900.00
29/07/2021	29/07/202	447	[REDACTED]	Bank Payment: Salaries July 2021 M4	1154.21		1154.21
02/08/2021	02/08/202	449	Opus Energy	Bank Payment: Electricity : Market	11.36	0.57	11.93
02/08/2021	02/08/202	450	Opus Energy	Bank Payment: Electricity: Sports	15.49	0.77	16.26
02/08/2021	02/08/202	451	Opus Energy	Bank Payment: Electricity: South Street	16.23	0.81	17.04
02/08/2021	02/08/202	452	Opus Energy	Bank Payment: Electricity: Market Place	11.23	0.56	11.79
09/07/2021	23/08/202	455	Wilkin Chapman	Legal charges in respect of Mr R.P.	550.00	110.00	660.00
31/07/2021	23/09/202	456	Southdale Service Station	Fuel / Oil	44.10	8.82	52.92
03/08/2021	23/09/202	457	Caistor Town Hall	Town Hall hire	50.00		50.00
03/08/2021	18/08/202	458	Wave	Water	12.58		12.58
03/08/2021	18/08/202	459	Wave	Water	67.91		67.91
26/08/2021	26/08/202	460	BT	Bank Payment: Broadband	36.99	7.40	44.39
05/08/2021	05/08/202	461	[REDACTED]	Bank Payment: Contractors	1904.00		1904.00
12/08/2021	12/08/202	462	Vodafone	Bank Payment: Telephone & Broadband	21.77		21.77
25/08/2021	23/08/202	467	Caistor Farm & Garden Machinery	VAT adjustment		0.40	0.40
21/07/2021	23/09/202	472	Caistor Farm & Garden Machinery	Fingers	9.46	1.89	11.35
21/07/2021	23/09/202	473	Caistor Farm & Garden Machinery	Fingers	9.46	1.89	11.35
10/08/2021	23/09/202	474	Caistor Town Hall	Town Hall - Caistor Goes training event	50.00		50.00
27/08/2021	27/08/202	475	[REDACTED]	Bank Payment: Salaries August 2021	1154.21		1154.21
01/09/2021	25/10/202	481	Caistor Town Hall	12/08/20 room hire	20.00		20.00
31/08/2021	25/10/202	482	Southdale Service Station	Fuel	19.91	3.99	23.90
10/09/2021	25/10/202	484	PKF Littlejohn	External audit fee	400.00	80.00	480.00
26/09/2021	26/09/202	485	BT	Bank Payment: Town Hall Broadband	36.99	7.40	44.39
30/08/2021	25/10/202	488	Glendale Countryside Services	Grass cutting	461.77	92.35	554.12
21/09/2021	25/10/202	489	GM Road Markings	Marking out of Cornhill	450.00	90.00	540.00
02/09/2021	02/09/202	490	Opus Energy	Bank Payment: Electricity - Market	11.18	0.56	11.74
02/09/2021	02/09/202	491	Opus Energy	Bank Payment: Electricity - Market	11.23	0.56	11.79
02/09/2021	02/09/202	492	Opus Energy	Bank Payment: Electricity - Sports	16.04	0.80	16.84
02/09/2021	02/09/202	493	Opus Energy	Bank Payment: Electricity - South Street	16.24	0.81	17.05
03/09/2021	03/09/202	495	Zurich Insurance	Bank Payment: Insurance	3427.79		3427.79
06/09/2021	06/09/202	496	[REDACTED]	Bank Payment: Contractors	1290.00		1290.00
14/09/2021	14/09/202	497	Vodafone	Bank Payment: Telephone & Broadband	18.14	3.63	21.77
20/09/2021	20/09/202	498	[REDACTED]	Bank Payment: Salaries	4570.06		4570.06
30/08/2021	25/10/202	502	Carr Lane Nurseries	Flowers	5819.48	232.78	6052.26
09/09/2021	25/10/202	503	Liam Marchant Plumbing & Heating	Heating repairs at Ciatsor Sports &	130.00		130.00
30/09/2021	25/10/202	504	Southdale Service Station	Fuel	30.20	6.05	36.25
04/10/2021	04/10/202	506	Opus Energy	Bank Payment: Electricity - Market	10.85	0.54	11.39
04/10/2021	04/10/202	507	Opus Energy	Bank Payment: Electricity - Sports	17.78	0.89	18.67
04/10/2021	04/10/202	508	Opus Energy	Bank Payment: Electricity - South Street	45.17	2.26	47.43
08/10/2021	25/10/202	509	[REDACTED]	Expense Claim	291.81	22.52	314.33



Expense Analysis

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Financial Period 01/04/2021 to 31/12/2021

Invoice Date	Payment Date	Invoice Ref	Supplier/Payee	Details	Nett	VAT	Total
21/09/2021	25/10/202	510	[REDACTED]	Expense Claim	57.94	11.59	69.53
30/09/2021	30/09/202	511	[REDACTED]	Bank Payment: Salary - September	1154.21		1154.21
03/10/2021	12/11/202	513	Caistor Town Hall	Town Hall Hire - 28/09/21	40.00		40.00
12/10/2021	12/11/202	514	Ben Legard Estate	Chirstmas Tree	350.00		350.00
30/09/2021	12/11/202	515	Caistor Farm & Garden Machinery	Repairs to BMC Friskney Fox P20	56.00	11.20	67.20
11/09/2021	12/11/202	516	Caistor Farm & Garden Machinery	Fingers	9.46	1.85	11.31
26/10/2021	26/10/202	517	BT	Bank Payment: Telephone & Broadband	36.99	7.40	44.39
01/10/2021	01/10/202	518	[REDACTED]	Bank Payment: Contractors	1516.00		1516.00
04/10/2021	04/10/202	519	Burton & Dyson	Bank Payment: ?? S/O	15.00		15.00
02/10/2021	02/10/202	520	Opus Energy	Bank Payment: Electricity - South Street	45.17	2.26	47.43
25/10/2021	25/10/202	523	[REDACTED]	Bank Payment: Cemetery plot refund	620.00		620.00
13/10/2021	13/10/202	527	Vodafone	Bank Payment: Telephone & Broadband	18.14	3.63	21.77
27/10/2021	27/10/202	532	Caistor Lions	Bank Payment: Grants & Donations	2500.00		2500.00
29/10/2021	12/11/202	533	Glendale Countryside Services	Verges	461.77	92.35	554.12
29/10/2021	29/10/202	534	[REDACTED]	Bank Payment: Salaries	1154.21		1154.21
03/11/2021	03/11/202	535	[REDACTED]	Bank Payment: Contractors	1676.00		1676.00
02/11/2021	12/11/202	536	Caistor Town Hall	Hire of Town Hall 14/10/21	20.00		20.00
01/11/2021	01/11/202	537	Lincolnshire Association of Local	Councillors Training - S. Hodson	55.00	11.00	66.00
01/11/2021	01/11/202	538	Lincolnshire Association of Local	Chairman Workshop - J. Bowman	22.50		22.50
25/11/2021	25/11/202	539	BT	Bank Payment: Town Hall Broadband	36.99	7.40	44.39
12/11/2021	12/11/202	544	Vodafone	Bank Payment: Telephone & Broadband	18.14	3.63	21.77
02/11/2021	13/12/202	545	Caistor Town Hall	Town Hall hire	20.00		20.00
31/10/2021	13/12/202	546	Southdale Service Station	Fuel	10.83	2.17	13.00
03/11/2021	18/11/202	547	Wave	Water at cemetery	17.07		17.07
03/11/2021	18/11/202	548	Wave	Water at Sports Ground	58.97		58.97
16/11/2021	13/12/202	549	Lincolnshire Association of Local	Training: Council Procedures (Stephen	55.00	11.00	66.00
30/09/2021	13/12/202	550	Glendale Countryside Services	Verge grass cutting	923.54	184.71	1108.25
23/11/2021	13/12/202	553	Play Inspection Company	Inspection of play areas	315.00	63.00	378.00
26/11/2021	26/11/202	554	[REDACTED]	Bank Payment: November Salary	1459.25		1459.25
26/11/2021	26/11/202	556	Tamar Telecom	Bank Payment: Telephone & Broadband	5.99		5.99
29/11/2021	13/12/202	557	Lincolnshire Association of Local	New Councillor Training : Stephen	22.50	4.50	27.00
01/12/2021	01/12/202	558	[REDACTED]	Bank Payment: Contractors	1384.00		1384.00
01/12/2021	01/12/202	559	[REDACTED]	Bank Payment: Parks	18.00		18.00
30/11/2021	13/12/202	560	Southdale Service Station	Fuel for November 2021	6.66	1.34	8.00
08/12/2021	08/12/202	562	Earth Bound Misfits	'Bah Humbug' at Christmas light switch	100.00		100.00
08/12/2021	08/12/202	563	Earth Bound Misfits	paid from market cash on christmas light	-100.00		-100.00
12/12/2021	12/12/202	564	Tamar Telecom	Bank Payment: Telephone & Broadband	9.99	2.00	11.99
01/11/2021	01/11/202	572	Lincolnshire Association of Local	Chairman Workshop - J. Bowman	-22.50		-22.50
01/11/2021	01/11/202	573	Lincolnshire Association of Local	Chairman Workshop - J. Bowman	22.50	4.50	27.00
14/12/2021	14/12/202	575	Vodafone	Bank Payment: Telephone & Broadband	18.14	3.63	21.77
29/12/2021	29/12/202	576	BT	Bank Payment: Telephone & Broadband	36.99	7.40	44.39
30/12/2021	30/12/202	577	[REDACTED]	Bank Payment: Salaries	1154.21		1154.21
					62755.11	2668.19	65423.30



Schedule of Payments

Invoice Date	Invoice Ref	Supplier/Payee	Details	VAT	Total Payment
30/11/2021	560	Southdale Service Station	Fuel for November 2021	1.34	8.00 <input type="checkbox"/> <input type="checkbox"/>
03/12/2021	561	Caistor Town Hall	Thurs 04/11	0.00	40.00 <input type="checkbox"/> <input type="checkbox"/>
08/12/2021	562	Earth Bound Misfits	'Bah Humbug' at Christmas light switch on	0.00	100.00 <input type="checkbox"/> <input type="checkbox"/>
08/12/2021	563	Earth Bound Misfits	paid from market cash on christmas light switch on	0.00	-100.00 <input type="checkbox"/> <input type="checkbox"/>
12/12/2021	564	Tamar Telecom	Bank Payment: Telephone & Broadband	2.00	11.99 <input type="checkbox"/> <input type="checkbox"/>
14/12/2021	575	Vodafone	Bank Payment: Telephone & Broadband	3.63	21.77 <input type="checkbox"/> <input type="checkbox"/>
29/12/2021	576	BT	Bank Payment: Telephone & Broadband	7.40	44.39 <input type="checkbox"/> <input type="checkbox"/>
30/12/2021	577	██████████	Bank Payment: Salaries	0.00	1154.21 <input type="checkbox"/> <input type="checkbox"/>
03/01/2022	578	██████████	Bank Payment: Contractors	0.00	1256.00 <input type="checkbox"/> <input type="checkbox"/>
04/01/2022	579	Opus Energy	Bank Payment: Electricity - Market Place LN7 6TU	0.59	12.33 <input type="checkbox"/> <input type="checkbox"/>
04/01/2022	580	Opus Energy	Bank Payment: Electricity - Sports Ground	1.52	31.85 <input type="checkbox"/> <input type="checkbox"/>
04/01/2022	581	Opus Energy	Bank Payment: Electricity - South Street Park	0.98	20.63 <input type="checkbox"/> <input type="checkbox"/>
05/01/2022	582	Len Hope Plumbing & Heating	Heating repairs	0.00	220.00 <input type="checkbox"/> <input type="checkbox"/>
01/01/2022	583	Caistor Town Hall	Town Hall hire (02/12, 06/12, 09/12)	0.00	40.00 <input type="checkbox"/> <input type="checkbox"/>
03/01/2022	584	██████████	Expense Claim	8.66	418.61 <input type="checkbox"/> <input type="checkbox"/>
31/12/2021	585	HMRC	PAYE Dec 21 M9	0.00	404.71 <input type="checkbox"/> <input type="checkbox"/>
06/01/2022	586	HMRC	PAYE Oct 21 M7	0.00	404.71 <input type="checkbox"/> <input type="checkbox"/>
14/12/2021	587	Apex Services	Gritting in Caistor	280.00	1680.00 <input type="checkbox"/> <input type="checkbox"/>

TOTAL: 5769.20

Authorised Signatory

Authorised Signatory

Minute Ref

Print Name

Print Name

Date

Date

Report of District Councillor Owen Bierley to Caistor Town Council,

13th January 2022
(Prepared Thursday, 6th January 2022)

Community

It is pleasing to report that those businesses in the Hospitality, Leisure and Accommodation sector that have been impacted by the Omicron wave of infection in the coronavirus pandemic are now invited to apply for financial support through the District Council, but funded by the Government. Awards of £2,000.00 to £6,000.00 are available to firms registered for business rates, with owners easily able to verify their eligibility by visiting: <https://www.west-lindsey.gov.uk/omicrongrant>

I'm delighted to advise that the District Council has launched a new initiative 'Local Rewards' in collaboration with social media specialists Maybe* Tech to help all businesses recover from the impact of the coronavirus pandemic by giving them the support they need to reach more customers and make more sales. Free training and tools are available to those companies wishing to take part. Please visit <https://www.localrewards.chat/> for further information and insight. This offer complements and adds value to our existing Think Local campaign in which more than a hundred West Lindsey businesses are already participating. To view the complete and fully up to date list please visit: <https://www.west-lindsey.gov.uk/my-services/my-community/think-local>

West Lindsey's Household Support Fund is open to help some of our most vulnerable residents. Funded by the Government (through Lincolnshire County Council) it is a voucher-based scheme intended to assist individuals and families with essentials such as clothing, food, fuel and utility costs and repairs. It is being administered and run by our Communities Team. Referral Partners include Citizens' Advice, DWP, Food Banks, Wellbeing Lincs and potentially, Age UK Lindsey.

Financial assistance is available to any household facing difficulty in paying their rent through an award of funding from Government. In this instance landlords are asked to contact our Home Choices Team to discuss the optimum case specific support options and to obtain professional advice and guidance. Separately L4WH, the Lincs 4 Warmer Homes service, remains open to support vulnerable householders by offering energy efficiency improvements and advice. It is led by North East Lincolnshire Council and largely funded through the Energy Company Obligation (ECO) scheme. Please telephone 01472 326434, visit: <https://www.nelincs.gov.uk/homes-and-property/lincs-4-warmer-homes> or send an e-mail to: l4wh@nelincs.gov.uk for further details.

All residents and small businesses are invited to register their interest in the next 'reverse auction' in LESS, the Lincolnshire Energy Switch Scheme, which will be held on Tuesday, 15th February. There is no obligation in doing so and personal offers will be sent out from Monday, 28th February allowing people up to Tuesday, 29th March to decide whether or not to take them up.

The District Council has negotiated a special discounted subscription rate for the Federation of Small Businesses. More information regarding the range of benefits and services provided by the FSB can be found online at: <https://www.fsb.org.uk> We have also worked with Clare Bailey, a Lincolnshire-based independent advisor, who has provided several business support webinars. These are now available to view on our website by following this link: <https://www.west-lindsey.gov.uk/coronavirus/coronavirus-support-for-businesses/local-support-and-advice/> This page includes a wealth of other resources, including the latest information on grant availability.

'Good Causes' registered with the West Lindsey Lottery, which began in autumn 2020, are on track to share in £23,680.80 a year of additional and most welcome income. Caistor, with around 2.72% of the population of the District, has an almost 8% share of lottery income. Draws take place every Saturday with many prizes, including a jackpot of £25,000.00 and with regular add-ons such as, until Saturday, 26th February a chance to win a £1 000.00 Sainsbury's Gift Card!

Owen Bierley, 



The Councillor Local Initiative Fund is available for applications for relatively small amounts of money, reflecting a 'pot' of £4000.00 per member to be spread over the four-year term of the Council. Application forms and guidance notes are available to download from the website, however would anyone considering this fund please speak with either Angela or me first?

Match-funding grants from £500.00 to £8000.00 remain available from the District Council. This scheme can be used when making an application to an external funder where there is a requirement to demonstrate that other financial support has already been secured for the project. Please contact Matthew Snee, our Community Engagement Officer, on 01427 675121 or Matthew.Snee@west-lindsey.gov.uk or either Angela or me for further information.

The West Lindsey Platinum Jubilee Community Fund is now open for applications that will assist organisers in the delivery of successful commemorative events through the award of amounts of between £70.00 and £700.00. Angela and I are also participating in the Queen's Green Canopy scheme that seeks to provide communities with a specimen sapling tree and an inscribed plaque to mark the historic event, delivered in partnership with the Grantham based Woodland Trust.

Grants of up to £5,000.00 are available to businesses through the District Council's Feasibility Fund, which is designed to assist with the professional fees and technical survey work associated with development and growth when seeking ways to expand businesses and create new jobs. 50% match funding is required. For further information please visit our website, contact the Growth Team at the Guildhall, or speak with any elected member.

Environment

The increase in fly tipping experienced earlier in the coronavirus pandemic has been reversed, but please would colleagues assist the Operational Services team by reporting any suspicious activity (or new instances) they become aware of? We continue to work closely with various partners to find solutions to achieve a sustainable reduction in this and other forms of environmental crime.

Our new depot, near Caenby Corner, is now operational and was delivered on time and on budget. Significantly it will enable residents to receive their purple-lidded bins (for the separate collection of paper and cardboard, an environmental and financial imperative) during the spring of 2022. Copies of the 2022 Collection Calendar/Recycling Guide will shortly be delivered to every home.

Subscriptions to the District Council's green bin service for the 2022 gardening season can now be made (or renewed) on-line, please search for Garden Waste Collection Service on our website. As previously reported the charge is £39.00 per bin per year fixed for, at least, the next two years.

West Lindsey's popular bulky waste collection service also remains available to assist residents in the removal and proper disposal of larger items such as furnishings and furniture and white goods including cookers and washing machines. Bookings can be made either on-line or by telephone.

Planning

Joint Planning Unit Officers are preparing the submission draft of the new Central Lincolnshire Local Plan, informed by representations received during the 2021 consultation (Regulation 18). Subject to agreement by Committee members at the meeting on Monday, 28th February, the document will be published and then undergo a further formal six-week public consultation (Regulation 19) beginning in March. After that the Plan will be finalised for consideration by the Planning Inspectorate, with a view to its formal adoption during the summer. Please be aware that site allocation WL/CAI/009, described in the 2021 consultation as 'Land north of North Street Caistor', is proposed not to be included in the submission draft. None of the other recommended changes between the two iterations are of any particular significance for the town.

Owen Bierley, 





Lincolnshire
Clinical Commissioning Group

Lincolnshire CCG

Bridge House
The Point
Lions Way
Sleaford
NG34 8GG

Telephone: 01522 573939

Email: lccg.office@nhs.net

5th January 2022

Our Partners in Support of Lincolnshire's COVID Vaccination Programme

Dear All

Lincolnshire's COVID Vaccination Programme

Happy New Year to you and your colleagues across the health and care system in Lincolnshire. We do hope that you managed to get a good and safe break with your loved ones over the Festive Period.

Reflecting on everything that we have dealt with across our county in the past 12 months, one of the most significant achievements has undoubtedly been the success of Lincolnshire's COVID vaccination programme.

It has been a truly extraordinary 'Team Lincolnshire' effort. We want to say a massive thank you to everyone who has contributed for the part you have played in this. Not just to our dedicated NHS colleagues in Primary Care, Community, Mental Health and Hospital services across the county, but equally to the fantastic volunteers, care sector colleagues, county council and district council teams, local groups across Lincolnshire, schools, colleges, and universities and absolutely everyone who has played a part.

As a result of your collective efforts, Lincolnshire's vaccination programme has been a huge success which compares well across the country. It means that people across the county have received vaccination protection, keeping them safe and enabling our society and economy to recover. Its importance cannot be overstated, and everyone involved can be rightly proud of their highly valued contribution.

We are also delighted to share with you that over 441,000 people in Lincolnshire had received their booster by 31st December, which is over 80% of the eligible population – comparing really positively with a national average of 64%. This achievement was due to another magnificent 'Team Lincolnshire' effort, especially in the last few weeks, and contributes hugely to protecting the health of people across the county. We are continuing to press on with all aspects of the Vaccination programme as we step into 2022, and your ongoing support is truly valued and appreciated.

Thank you again for all you are doing. Please do share our grateful thanks with your colleagues.

Yours sincerely

Dr Gerry McSorley
Acting Chair – NHS
Lincolnshire CCG

Elaine Baylis
Interim Chair - NHS Lincolnshire ICB

John Turner
Chief Executive – NHS
Lincolnshire CCG



Department for Levelling Up,
Housing & Communities

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Rt Hon Michael Gove MP
Secretary of State for Levelling Up, Housing and Communities
and Minister for Intergovernmental Relations



**APPLICATION FOR GRANT 2021/22
CAISTOR TOWN COUNCIL**

Name of Organisation	Caistor Methodist Church	
Total Membership of Organisation	43	
Total Membership living within Caistor Town Council area	41	
Applicant's Name	Rev Heather Ann Wilson	
Position within the Organisation	Minister assigned to Caistor Methodist Church	
Contact Address	[REDACTED]	
Contact Email		
Contact Telephone Number		
Amount of Grant applied for	£1,500	
Purpose of Grant <i>(Please continue on another sheet if required)</i>	To purchase a newer, more efficient boiler for heating the building.	
Has funding been sought elsewhere and, if so, where?	No, we have not sought funding elsewhere.	
Any other comments in support of your application <i>(Please continue on another sheet if required)</i>	At present, we provide the premises for the Caistor Food Bank which opens twice a week. They are a volunteer group and we have not asked for rent from them. They have made contributions (please see attached sheet). However, with the rising charges of electricity and gas, we find that our heating costs have escalated.	
Bank details for payment of grant.	Sort Code: 51-81-34 Account No: 04801911 Account Name: Caistor Methodist Church	
Please provide a copy of your most recent audited accounts. <i>(Please note that the Council is unable to consider applications that are not supported by adequate financial documentation)</i>	Copy attached	
Name of person applying for the grant	Rev Heather Wilson	
Signature of person applying or the grant	[REDACTED]	



CAISTOR 'STREET WATCH'

A resident, [REDACTED] approached the Council and Police a few months ago with a desire to launch 'Caistor Street Watch'. As 'Street Watch' is a Police led scheme Jackson had various meetings with Lincolnshire Police who have also maintained contact with the Town Council.

The Police couldn't support the proposal and suggested [REDACTED] became a volunteer with Lincolnshire Police something that [REDACTED] didn't feel comfortable with as it was going against what the idea was to be; this being to deter anti social behaviour and criminal activity within Caistor.

Various discussions have taken place between Cllr Critten, Cllr Wright, [REDACTED] and myself with regards to implementing a Council led scheme with the objective to deter criminal activity and clear policies not to approach and get involved with any criminal activity unless there is a risk to life.

A Code of Conduct and Policy & Procedures have been created (attached). These have been approved by our insurers who do support the scheme albeit with an additional premium of £56.

The Police have been consulted and referred to Senior Officers. Their response is awaited at the time of preparing this proposal.

All patrols will be undertaken by a minimum of two volunteers and appropriate training must be undertaken before they can patrol. Appropriate high viz clothing would be worn together with body worn cameras.

Accredited training will cover conflict management and self defence.

All footage from the body worn cameras will be retained by the Council for 28 days under a separate policy.

[REDACTED] will lead the project and be responsible for recruiting volunteers and running the scheme in conjunction with the Town Council. The Town Council will take responsibility for providing appropriate training, adherence to policy and provision of appropriate clothing and equipment.

A panel, possibly the Employment and Personnel Committee, will be established to recruit volunteers, review performance and deal with any complaints.

In respect of costings for the scheme given below are the approx. costings:-

Training	£85-100 per volunteer (min 4 per course)
PPE	£100 per volunteer (trousers/jacket)
Stab Vest	£250 per volunteer
Body Worn Camera	£350 each
Torch	£20 each

Based on a minimum of 4 volunteers sharing a body worn camera the initial start up cost would be in the region of £1190 (excluding stab vest).

I therefore seek views of Councillors on whether to proceed any further or not on this project obviously this will also depend on the response from the Police.

Should the decision be taken to proceed I would obtain more accurate costings and seek volunteers as without the volunteers the project will be going nowhere.

Carl Thomas

3rd January 2022



Caistor Street Watch

Code of Conduct

Honesty and Integrity

I will be honest and act with integrity at all times and will not compromise or abuse my position of public trust.

Authority Respect and Courtesy

I will act with self-control and tolerance while engaging with members of council and public.

Equality and Diversity

I will act with fairness and impartiality. I will not discriminate unlawfully or unfairly

Use of Force

I will only use reasonable force that is lawful to protect myself or members of the public if necessary to prevent injury or loss of life (protected by common law – criminal law act 1967).

Orders and Instructions

I will as a council volunteer give and carry out reasonable civil instructions to prevent criminal activity or damage to property.

Duties and Responsibilities

I will be diligent in the exercise of my duties and responsibilities

Confidentiality

I will treat information with respect and access or disclose information if I have the right authority to do so from Council Officers or Police.

Fitness for Work

I will ensure when I'm out in public that I am fit to carry out my responsibilities

Conduct

I will behave in a professional and mature manner representing Caistor Town Council whether I'm carrying out my duties or not.

Reporting

I will report or take action against a fellow colleague who does not follow the code of conduct.



Caistor Street Watch

Policy & Procedures

It is strictly important that every colleague understand why there is a policy structure in place and how it can prevent certain scenarios from occurring when interacting with council and members of the public.

Anyone who does not follow our policy and procedures can and will be removed from their position by the team support leader prior to investigation.

Uniform

All colleagues are subjected to wear uniform and protective clothing when performing their duties. No colleagues are allowed to carry any offensive weapons. If found carrying such an article Police will be called and you will be dealt with accordingly. Uniform must not be worn in any way when not on duty. All items of uniform remain the property of Caistor Town Council and must be returned upon request.

Body Worn Video

All colleagues are subjected to body worn video on their person strictly for defusing a situation and evidence use. They are not to keep their camera recording consistently throughout their duties. When you decide to activate your body worn video camera you must inform the other person they are being audio recorded and filmed. Any criminal offence that has been recorded must be reported to police. All recordings are checked and cleared by the support team leader. Footage will be stored securely and deleted within 30 days if not evidence material. (**Protected by data protection act 2018**)

Public Engagement

All colleagues are subjected to act in a professional and mature manner when engaging with members of the public and provide them with correct information regarding crime prevention or general public service. You do not disclose private information or discriminate against any person. You do not discuss political beliefs or sexuality to prevent conflict.

Public Safety

All colleagues are subjected to the responsibility of public safety and public trust. It is important that you understand in any emergency situation that you engage with it collectively and correctly. If in any critical emergency please dial **999** You do not deal with it yourself.



Caistor Street Watch

Policy & Procedures

Crime Prevention

All colleagues are subjected to the responsibility of preventing a criminal action from taking place. You do not have the right to enforce anything that is to do with criminal law. If a criminal offence has occurred you are simply to dial **101** and report it to the police or dial **999** if it is an emergency.

Public Issues

All colleagues are subjected to the responsibility of dealing with local public issues regarding crime prevention or local civil issues such as antisocial behavior. It is strictly important you understand what exactly antisocial behavior is and how quickly it can escalate from a civil issue to a criminal law issue. Antisocial behavior is classed as a wide range of unacceptable actions. If you ever find yourself in an antisocial environment you are required to notify the police immediately and remain where you are and wait for police arrival.

Confrontation

Colleagues should avoid confrontation unless there is a risk to safety of persons or property and at which point body worn video should be operational. Should a situation escalate colleagues should back away, call 101/999 and monitor from a safe distance until arrival of the Police. Colleagues should focus more on their presence being a deterrent.

Child Protection

All colleagues are subjected to a DBS check. It is important to understand how vulnerable children can be to the outside world. Our position is to identify any risk to a child that may be subjected to vulnerability such as child abuse. If during your duties you witness any type of activity that may make you think a child is possibly in danger you must notify the police immediately. During any incidents that could involve a child you are required to put on your body worn video for their protection and your own and call the correct emergency services to deal with whatever incident is occurring at the present time. Unless you need to provide life saving treatment you do not have any physical contact with the child to prevent allegations against you that could result in legal action being taken against you.

Narcotics Safety and Possession

If you see some sort of substance while performing your duties being used by a member of the public. The police must be notified immediately. You do not deal with it yourself. If you happen to find any type of narcotics in park areas or on the ground in general. Simply dial



Caistor Street Watch

Policy & Procedures

101 and ask for advice. Do not under any circumstances pick the substance up as you could take legal possession and be charged. It is also important to understand that certain substances can be fatal such as fentanyl.

Offensive Weapons

It is important that colleagues understand what an offensive weapon is and what impact it can have. Logically speaking anything can be classed as an offensive weapon if used in such a manner to cause bodily harm to another person. If you find yourself in such a situation where a member of the public may possess an offensive weapon you are to immediately dial **999** and remove yourself from harm and others if possible. The police are well equipped to deal with such an incident. In such a situation where you cannot escape harm you may resort to reasonable use of force.

Private Property and Entry

You are not entitled to enter private property without the correct authorisation. You are not allowed to enter someone's premises even if they invite you in. If it is a life threatening situation that is non hostile and members of the public are requesting for your assistance inside the premises you may enter with body worn video on and immediately dial **999** for the correct emergency services if not already been called. If life saving treatment is needed there and then you can do so only if first aid certified.

Public Photography

Members of the public are entitled to undertake public photography. This means they can record you or any other person in a public area. All colleagues are entitled to ask why they are recording and what purpose is it used for. However they have the right to refuse to reply. It is a specifically protected legal activity that anyone can record in public.

Identity

Identify must be always worn when on duty. All colleagues are subjected to identify themselves if asked by members of the public or police. Under suspicious circumstances colleagues can legally ask for someone's identification but can't forcefully get them to give it to you. If a member of the public refuses to identify themselves to you it is perfectly within their human rights.



Caistor Street Watch

Policy & Procedures

Patrol Procedure

You must only patrol when instructed to do so and only in company with at least one other colleague. After every patrol you must complete a log recording any incidents.

General Support

All colleagues are subjected to have access to the right support when performing their duties. If you don't know something or you are generally struggling. Please contact your team support leader.



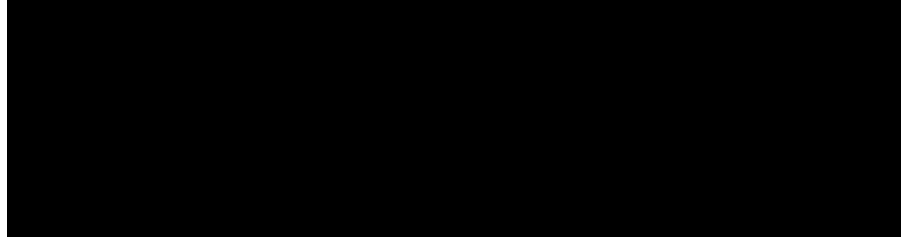
Tracking Report

Where the title is highlighted in blue documentation has previously been circulated

Bank Details

Ref: 14940

Created: 13/04/2021



Metal Railings Nettleton Road/A46 corroded/falling to bits.

Ref: 14957

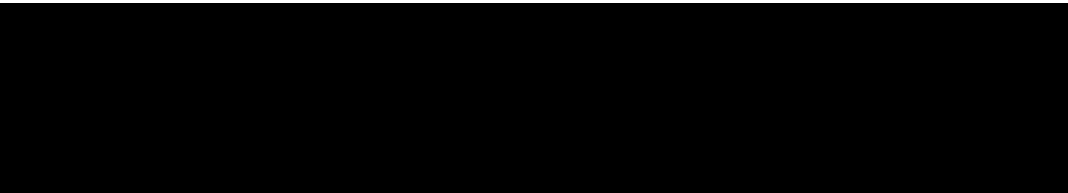
Created: 19/04/2021



Damaged Railings on Horsemarket

Ref: 15557

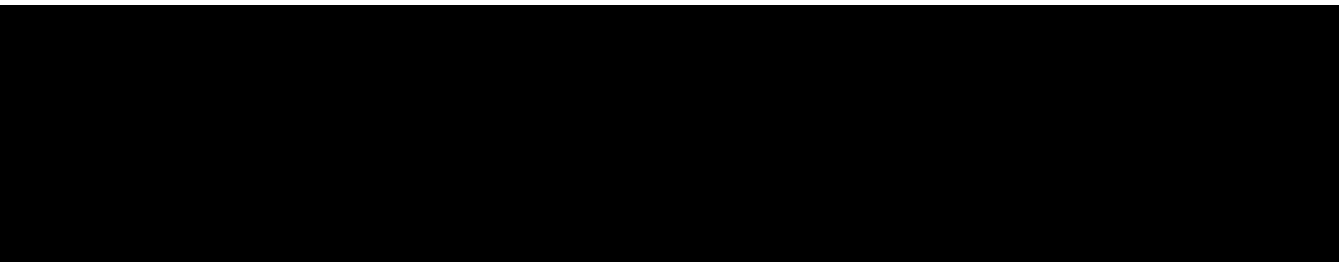
Created: 27/05/2021



CCTV at Sports Ground

Ref: 15568

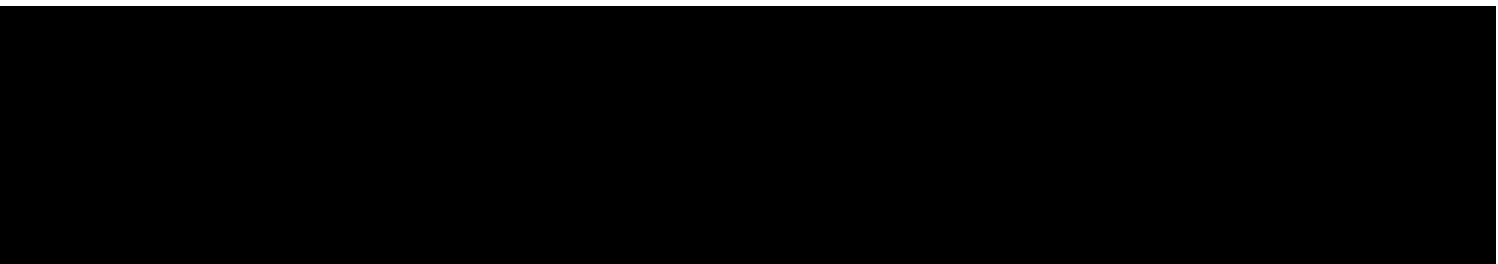
Created: 30/05/2021



Highway Service - Volunteering Days

Ref: 16482

Created: 25/07/2021



Ref: 17784

Created: 10/08/2021



Tracking Report

Where the title is highlighted in blue documentation has previously been circulated

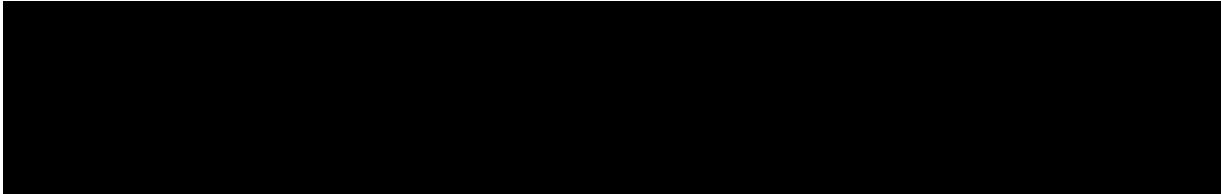


19:59:46

Horsemarket Parking

Ref: 18551

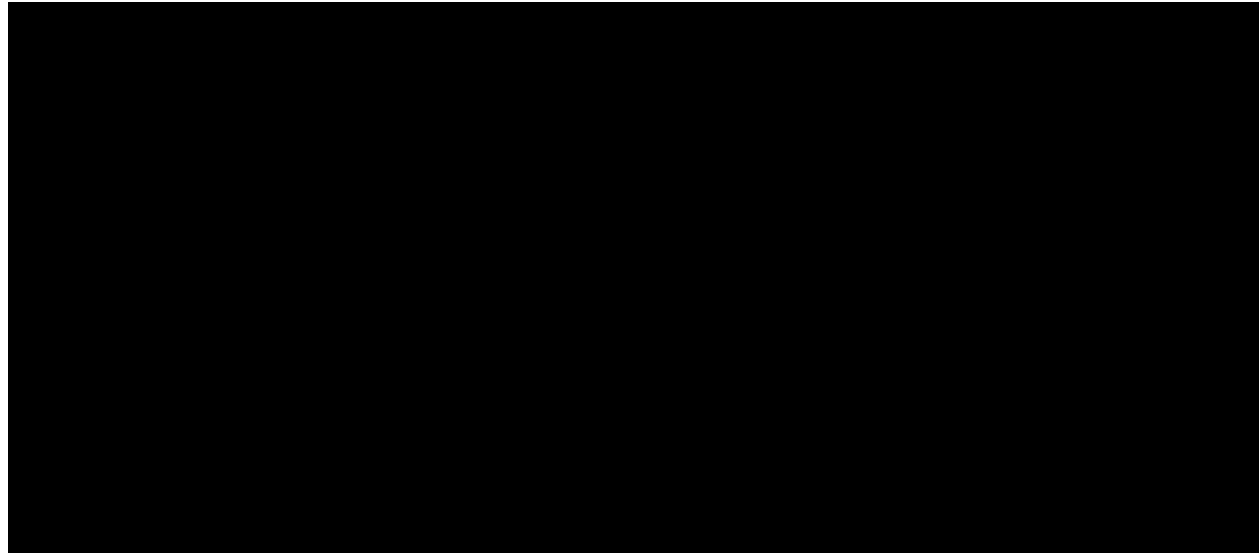
Created: 17/08/2021



Cricket Club Lease & Problems

Ref: 18761

Created: 02/09/2021



Neighbourplan Steering Group - 11 Jan 22

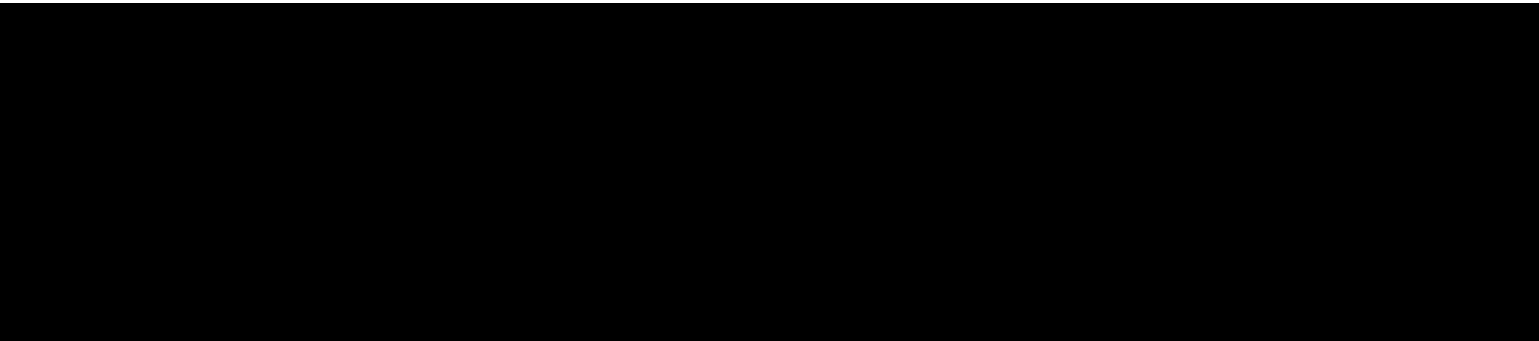
Ref: 18950

Created: 15/09/2021

Bank Lane, Caistor Parking

Ref: 19114

Created: 01/11/2021



13:09:04

Disabled Bays in Market Place

Ref: 19151

Created: 27/11/2021

