



**Public Agenda Pack**

**Council Meeting**

**Thursday 8<sup>th</sup> December 2022**



You are hereby summoned to attend the meeting of Planning Committee which will be held on Thursday 8 December 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. **Planning applications may be viewed online at <https://planning.west-lindsey.gov.uk/planning/>**

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Carl Thomas  
Town Clerk  
02/12/2022

## **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 10th Nov 22
- 4 To confirm planning decisions:-
  - a) Application Number 145531. 12 Fountain Street, Caistor (Ms Anne and Tracey Good Mills). Planning application to remove front entrance lobby and replace with bay window, remove single storey side extension and erect two storey extension. Refused.
  - b) Application Number 145488. 22 North Kelsey Road, Caistor (Mr and Mrs Burton). Planning application to partially remove single storey rear extension and erect replacement single storey rear extension. Granted time limit plus conditions.
- 5 To discuss planning applications:-
  - a) Application Number 145864. Barn on land south of Canada Lane, Caistor (Mr Lennox). Notification for prior approval for change of use of agricultural building to 1no dwelling.
  - b) Application Number 145878. Land at Moor Lane, Caistor (Leah Horsley). Planning application to erect a storage shed to be used in connection with the keeping of horses.
  - c) Application Number 145857. 10 & 12 Chapel Street, Caistor (Mr Oliver Lawrence & Simon Neave). Planning application for two storey rear extensions.
  - d) To discuss any further planning applications



## Minutes of the Planning Committee held at 6.45 pm at the Caistor Town Hall on 10 November 2022

Present: Cllr S. Gaughan (Chair), Cllr S. Davey, Cllr P. Richardson, Cllr J. Bowman, Cllr J. Wright, Cllr R. Lyus,  
Cllr M. Galligan, Cllr P. Haslam, Cllr J. Cox,  
In Attendance: C. Thomas (Clerk),  
Members of public present: 4

- 1** To receive apologies and reasons for absence - Ref: 1539  
Cllrs A. Somerscales, S. Critten, S. Hodson and J. Hughes
- 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: 1540  
Cllr S. Davey in item 4B
- 3** To approve the minutes of the Planning Committee Meeting held on 13th October 2022 - Ref: 1541  
It was resolved to approve these as a true record.  
Proposed: Cllr J. Wright Seconder: Cllr S. Davey All in favour
- 4** To confirm planning decisions:- - Ref: 1542
  - a)** Application Number 144173 - 9 South Street, Caistor (Mr Audin) - Ref: 1543  
Planning application for conversion of existing outbuilding into 1no independent dwelling – re-submission of application 140964. Refused.
  - b)** Application Number 145318 - Caistor Grammar School, Church Street, Caistor (Mrs Shona Buck). - Ref: 1544  
Planning application for the removal of existing asbestos cladding and replacing with new metal sheet cladding and insulation of PV cells and air source heat pump. Granted time limit plus conditions.
- 5** To discuss planning applications:- - Ref: 1545
  - a)** Application Number 145699 - Land adj 'Woodlands', North Kelsey Road, Caistor LN7 6HF (Mr R Sodha) - Ref: 1546  
Planning application to erect a portal framed, steel clad storage building.  
  
Objection - The Supporting Statement states that the building will be initially used for 'administrative purposes' but in the opinion of councillors it is not suitable for such use. There is a lack of information as to what business the building will be used for. Planning has already been turned down by WLDC for development on this site on two occasions
  - b)** Application Number 145725 - 10 Cornhill, Market Place, Caistor (Ms Heather Sugden) - Ref: 1547  
Planning application for the change of use of ground floor shop and office space above to ground floor shop and 1no dwelling above with separate rear access and internal alterations.  
No objections
  - c)** Application Number 145726 - 10 Cornhill, Market Place, Caistor (Ms Heather Sugden) - Ref: 1548  
Listed building consent for the change of use of ground floor shop and office space above to ground floor shop and 1no dwelling above with separate rear access and internal alterations.  
No objections.
  - d)** Application Number 145771 - Land to the South of 95 Brigg Road, Caistor (Mr Barry Cox) - Ref: 1549  
Planning application for change of use from paddock land to equestrian use, including erection of portal framed stable block with storage and sand menage.

Signature: .....



Minutes of the Planning Committee held at 6.45 pm  
at the Caistor Town Hall on 10 November 2022

Objection - Caistor Town Council has in previous applications for this site raised concerns regarding the access. Councillors believe this to be more relevant now with the movement of horse boxes manoeuvring on to and off the A1084. The proposed development in view of councillors seems very elaborate for a small number of horses and is considered unjustified by Caistor Town Council.

**e) To discuss any further planning applications - Ref: 1550**

No further applications

Meeting closed at 6.57 pm

Signature: .....



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on Thursday 8 December 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  
01/12/2022

## **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 10/11/22
- 6 To approve the draft minutes of the closed session of the Council Meeting held on 10/11/22
- 7 Finance
  - a) To approve the Accounting Statements for period ending 30/11/22
  - b) To approve the Schedule of Payments
  - c) To approve the 2023/24 budget
  - d) To approve the precept request for 2023/24
- 8 Reports from External bodies:-
  - a) Lincolnshire Police
  - b) West Lindsey District Council.
  - c) Lincolnshire County Council
  - d) Community Groups
  - e) Town Hall Management Committee
- 9 Reports from Committee's
  - a) Finance Committee
  - b) Employment & Personnel Committee
  - c) Economic Development & Market Committee



- 10 Clerks Report & Parish Matters
  - a) Winter gritting
  - b) Disposal of christmas tree
  - c) Community Energy Project (SC)
  - d) Caistor lions use of South Street Park Nov 23
  - e) Sports Field fencing / fertiliser
  - f) Structural survey of Town Hall
  - g) To discuss the Coronation of His Majesty The King, King Charles III, on Saturday 6th May
  - h) To discuss Production and distribution of the "What's on in Caistor 2023" leaflet.
  - i) Review Tracking Report
- 11 Correspondence Received
  - a) None received
- 12 Date of next meeting: 12/01/22
- 13 Resolve to go into closed session in view of the confidential nature of the business to be discussed
- 14
  - b) To discuss new Clerk contract
  - a) To discuss handyman request for vehicle cost reimbursement
  - c) To discuss matters related to Caistor Market
  - d) To discuss and adopt National pay award



## Minutes of the Caistor Town Council held at 7.00 pm at the Caistor Town Hall on 10 November 2022

Present: Cllr J. Wright (Chair), Cllr S. Davey, Cllr P. Richardson, Cllr J. Bowman, Cllr S. Gaughan, Cllr R. Lyus,  
Cllr M. Galligan, Cllr P. Haslam, Cllr J. Cox,  
In Attendance: Carl Thomas, Cllr T. Smith (LCC), Cllr A. Lawrance (WLDC),  
Members of public present: 3

- 1 Apologies for absence & reasons given - Ref: 1507**  
Cllrs S. Critten, S. Hodson, J. Hughes, A. Somerscales  
Cllr O. Bierley (WLDC)
- 2 To receive declarations of interest - Ref: 1508**  
None
- 3 Public Session (10 minutes) - Ref: 1509**  
A resident requested an additional grit bin on Canada Lane.  
Item 10A was brought forward at this point.  
Proposed: Cllr P. Haslam Seconder: Cllr J. Bowman All in favour
- 4 Chairmans Report - Ref: 1510**  
The Mayor had attended the Caistor Photography presentation evening, Firework event and Caistor Twinning dinner.
- 5 To approve the draft minutes of Council meeting held on 13/10/22 - Ref: 1511**  
It was resolved to approve the minutes as a true record.  
Proposed: Cllr J. Bowman Seconder: Cllr M. Galligan For: 8 Against: 0 Abstain: 1
- 6 Finance - Ref: 1512**
  - a) To approve the Accounting Statements for period ending 31/10/22 - Ref: 1513**  
The accounting statements had been circulated by the Clerk.  
It was resolved to approve these as a true record.  
Proposed: Cllr J. Bowman Seconder: Cllr J. Wright All in favour
  - b) To approve the Schedule of Payments - Ref: 1514**  
It was resolved to approve the Schedule of Payments totalling £15451.63  
Proposed: Cllr J. Wright Seconder: Cllr J. Bowman All in favour
- 7 Reports from External bodies:- - Ref: 1515**
  - a) Lincolnshire Police - Ref: 1516**  
There was nothing to report
  - b) West Lindsey District Council. - Ref: 1517**  
Cllr O. Bierley circulated a report prior to the meeting with no matters arising.
  - c) Lincolnshire County Council - Ref: 1518**  
Cllr T. Smith updated Councillors on proposed works to drainage at the junction of Brigg Road and Canada Lane.  
Councillors raised concerns regarding safety at the A46/B1225/A1173 junction which would be discussed with Officers at LCC.  
Councillors raised concerns regarding failed street lighting along Hersey Road, Windsor Drive and Lincoln Drive.
  - d) Community Groups - Ref: 1519**

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



Cllr Bowman confirmed that Caistor Goes would be involved with Remembrance Day and Caistor Christmas market.

**e) Town Hall Management Committee - Ref: 1520**

There would be a management meeting on Wed 16th November.

**8 Reports from Committee's - Ref: 1521**

**a) Finance Committee - Ref: 1522**

No meetings had been held.

The Clerk requested any wishes for the 2023/24 budget to be received by 5 pm Friday 12/11/22 in preparation for the Finance Committee Meeting on Thursday 17th November.

**b) Employment & Personnel Committee - Ref: 1523**

This matter would be deferred until the closed session.

**c) Economic Development & Market Committee - Ref: 1524**

Cllr Bowman confirmed that the committee purchased a small number of poppies which were now on display through the Town. The committee were also undertaking monthly clean ups within the Town.

**9 Clerks Report & Parish Matters - Ref: 1525**

**a) To discuss provision of a grit bin on Canada Lane - Ref: 1526**

Cllr T. Smith explained LCC's position and Cllr Haslam proposed the Town Council provided a bin in view of the situation during freezing temperatures along and at the junction of Canada Lane. The Clerk expressed concern on how the bin would be filled and maintained as the council only had 1 ton bags of salt. It was suggested that 25 kg bags could be purchased which the resident offered to assist with in accepting the bags and filling the bin. It was resolved to purchase a grit bin at a cost of up to £100.

**b) Caistor Lions - use of South Street Park 05/06/23 - 12/06/23 - Ref: 1527**

Permission was granted.

**c) Urban Highway Grass Cutting (Parish Agreement Scheme) - Ref: 1528**

It was agreed to accept the new contract which had no material changes but would now operate on a rolling 12 month basis.

**d) Review of allotment fees - Ref: 1529**

It was agreed to maintain existing fees

**e) Review of cemetery fees - Ref: 1530**

It was agreed to maintain existing fees

**f) To adopt Employment & Personnel Committee Terms of Reference - Ref: 1531**

It was resolved to adopt the Terms of Reference

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

**g) Review Tracking Report - Ref: 1532**

15568 - CCTV at Sports Ground

The Clerk advised he was struggling to obtain a 3rd quote with companies showing little interest.

20958 - Policy review: Internal Control Policy

20959 - Policy review: Standing Orders

It was resolved to adopt the above policies.

Proposer: Cllr S. Davey Seconder: Cllr R. Lyus All in favour

20972 - South Street One Way

Concern had been raised by residents whereby damage was being caused to buildings primarily because of insufficient signage and the one way restriction applying from half way along South Street. LCC, through Cllr T.





Smith, had agreed to investigate and initially install additional signage and potentially look into a TRO to make all of South Street one way. This would be a long process however of approx 40 weeks.

**10** **Correspondence Received - Ref: 1533**

a) **SN - Injury whilst using roundabout at South Street Park. - Ref: 1534**

b) **AB - Damaged fencing / overgrown shrubbery - Ref: 1535**

**11** **Date of next meeting: 08/12/22 - Ref: 1536**

All items for the agenda by 01/12/22

**12** **Resolve to go into closed session in view of the confidential nature of the business to be discussed - Ref: 1537**

**13** **To discuss the Clerks vacancy and potential appointment of new Clerk. - Ref: 1538**

Meeting closed at 7.40 pm



# **Accounting Statements**

Current Financial Year Ending 31/03/2023

Financial Period 01/04/2022 to 30/11/2022

# Explanation of Variances

## Community Dev

**Actual Total:** 887.84      **Budget:** 0.00      **Variation:** -887.84      / 10000.00%

No budget / Queen jubilee event and publicity for events.

## Electricity - South Street Park

**Actual Total:** 283.95      **Budget:** 300.00      **Variation:** 16.05      / -5.00%

Increase in wholesale electrical costs

## Electricity - Sports Ground

**Actual Total:** 287.79      **Budget:** 249.96      **Variation:** -37.83      / 15.00%

Increase in wholesale electrical costs

## Miscellaneous Income

**Actual Total:** 5242.53      **Budget:**      **Variation:** -5242.53      /

£5019.86 refund from HMRC PAYE

## Play Park Refurbishment

**Actual Total:** 731.26      **Budget:** 500.04      **Variation:** -231.22      / 46.00%

336.09 painting / 395.17 surface repairs

## Projects

**Actual Total:** 4500.00      **Budget:** 450.00      **Variation:** -4050.00      / 900.00%

Return of Neighbourhood grant

## Equipment

**Actual Total:** 1857.02      **Budget:** 750.00      **Variation:** -1107.02      / 148.00%

New mower/trimmer £774, road cones £120, additional servicing

## Market Place

**Actual Total:** 870.00      **Budget:** 249.96      **Variation:** -620.04      / 248.00%

Xmas Tree removal £250 / New notice board £250 / Xmas Tree £370

## Investments

**Actual Total:** 10000.00      **Budget:**      **Variation:** -10000.00      /

Transfer from reserves

## Neighbourplan Review

**Actual Total:** 1743.75      **Budget:** 5874.00      **Variation:** 4130.25      / -70.00%

Transferred from reserves



# Summary of Income & Expenditure

Current Financial Year Ending 31/03/2023

Financial Period 01/04/2022 to 30/11/2022

End of year forecast auto calculated based on actual year to date averaged over 8 months manually adjusted where appropriate.

	Actual YTD	Budget	Variance £	%	EOY Forecast	
<b>Income</b>						
<b>Income: General</b>						
100	Precept	100000	100000	0	0	100000
140	Cemetery Income	1455	3000	-1545	-1	2183
120	Allotment Income	90	420	-330	-1	135
130	Market Rents	1404	3000	-1596	-1	2106
150	Caistor Sports & Social Club	1660	2412	-752	-0	2100
160	WLDC Street Cleaning	937	1404	-467	-0	1404
170	Grass Cutting	1592	1545	47	0	1592
180	Grants	0	0	0	100	
350	VAT Reclaimable	1689	0	-1689	100	
375	Town Hall	-30	0	30	100	-30
199	Miscellaneous Income	5243		-5243		5243
185	Town Hall	520	520	0	0	520
186	Magazine Advertising	0	1000	-1000	-1	0
Income: General <b>Totals</b>		<b>114560</b>	<b>113301</b>	<b>-12544</b>	<b>1</b>	<b>115253</b>
<b>Income Totals</b>		<b>114560</b>	<b>113301</b>	<b>-12544</b>	<b>1</b>	<b>115253</b>

## Expenditure

### Expense: General

500	Salaries	10584	14124	3540	-0	20171
503	PAYE & NI	1318	4598	3280	-1	1694
501	Staff Travel & Benefits	0	100	100	-1	0
502	Contractors	11828	15000	3172	-0	17742
509	Other Staff Expenses	0	100	100	-1	100
520	General Office	237	840	603	-1	356
530	Hall Hire	198	480	282	-1	297
540	Insurance	3365	3500	135	-0	3365
550	Audit	600	780	180	-0	600
560	Subscriptions	95	353	258	-1	353
570	Training	203	390	188	-0	250
580	Election	0	500	500	-1	0
581	Mayor Allowance	117	250	133	-1	350
555	Professional Fees	0	500	500	-1	500
556	Legal Fees	0	2500	2500	-1	0
590	Amenity Cut	4140	5040	900	-0	5040
591	Public Rights of Way	17	0	-17	100	0
592	Parks	4382	2640	-1742	1	2640
593	Sportsground	4472	3760	-712	0	3760
594	Cemeteries/Church	3090	2000	-1090	1	2000
595	Allotments	0	250	250	-1	250
610	Market	0	250	250	-1	250
596	Community Orchard	0	0	0	100	0
750	Section 137	0	0	0	100	0
650	Community Dev	888	0	-888	100	888
521	Telephone & Broadband	372	620	248	-0	558
700	Electricity - Market Place LN7 6TU	98	200	102	-1	148
701	Electricity - South Street Park	284	300	16	-0	471
702	Electricity - Market Place LN7 6TL	0	150	150	-1	150
703	Electricity - Sports Ground	288	250	-38	0	453
710	Gas	0	0	0	100	0
720	Water: Sports Ground	178	250	72	-0	267



# Summary of Income & Expenditure

Current Financial Year Ending 31/03/2023

Financial Period 01/04/2022 to 30/11/2022

End of year forecast auto calculated based on actual year to date averaged over 8 months manually adjusted where appropriate.

		Actual YTD	Budget	Variance £	%	EOY Forecast
721	Water: Cemetery	41	50	9	-0	62
722	Water: Allotments	89	75	-14	0	133
765	Play Park Refurbishment	731	500	-231	0	731
760	Projects	4500	450	-4050	9	4500
597	Caistor Sports & Social Club	790	1500	710	-0	1185
522	Town Hall	299	2000	1701	-1	449
582	Civic	0	500	500	-1	500
601	Equipment	1857	750	-1107	1	2000
660	WLDC	0	0	0	100	
598	Market Place	870	250	-620	2	870
603	Gritting & Snow Clearance	750	2500	1750	-1	2500
751	Community Development	0	0	0	100	
766	CCTV	1500	3000	1500	-1	1500
799	Contingency	0	383	383	-1	383
652	Grants & Donations	12947	15000	2053	-0	12947
600	Grants & Donations	0		0		
761	Project: Town Hall Car Park Makeover	645	1400	755	-1	1106
770	Investments	10000		-10000		10000
762	Neighbourplan Review	1744	5874	4130	-1	5874
Expense: General <b>Totals</b>		<b>83517</b>	<b>93957</b>	<b>10440</b>	<b>-11</b>	<b>107393</b>
<b>Expenditure Totals</b>		<b>83517</b>	<b>93957</b>	<b>10440</b>	<b>-11</b>	<b>107393</b>



# Bank Reconciliation

## Balances as per bank statements as at 01/12/2022

Natwest Current Account	3666.95	124741.87
Natwest Business Reserve Account	121074.92	

## Unrepresented Payments & Receipts

Date	Invoice Ref	Type	Description	Credit	Debit
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**Nett balance as at 01/12/2022** **124589.42**

<u>Cash Book</u>			Opening Balance Bank 1	1853.45	95787.70
Receipts in current year	114560.11		Opening Balance Bank 2	93934.25	
VAT to be claimed	2241.36		Opening Balance Bank 3	0.00	
Unallocated cash			Opening Balance Bank 4	0.00	
Payments in current	83517.03				
<b>Cash Book Closing Balance</b>					<b>124589.42</b>

**General Reserves** 42925.00

### Earmarked Reserves

CIL (Open plan 2340 + other) Moved into 2022/23 budget (5874)		Computer	500.00
Elections (2022)	3050.00	Town Magazine	1600.00
Parks equipment	2100.00	Cornhill Re-Surfacing	1500.00
South Street Park Millenium Garden	500.00	Water (South St/Market Place)	4000.00
Market Place trading	500.00	Sports Field Toilet Refurb	2000.00
Market Place layout	2000.00	Cemetery	2000.00
Sports Field fencing	1500.00	New Cemetery	1000.00
Sports and Social Club roof	2000.00	Church Ground Trees	1000.00
Sports and Socila Club Bldg Upgrade	5500.00	Handyman Equipment	2000.00
Youth Council	1000.00	Jubilee Renovations	2000.00
Town Hall	3500.00	South Dale	1500.00
Fire Station	1000.00		
Other Buildings	1443.00		
Tree Maint - Sports Field	1500.00		35623.87
Tree Maint - Parks	1500.00		



# Budget Report - Income

Current Financial Year Ending 31/03/2023

Financial Period 01/04/2022 to 30/11/2022

This report is based on Payment Date

Details	Year 2021/22		Financial Year Ending 31/03/2023					Variation		
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%
<b>Income: General</b>										
Precept			?	?	0	0	0	?	0	0.00
Cemetery Income			3000	375	205	875	0	1455	-1545	-0.52
Allotment Income			420	60	0	30	0	90	-330	-0.79
Market Rents			3000	89	867	448	0	1404	-1596	-0.53
Caistor Sports & Social Club			2412	577	733	350	0	1660	-752	-0.31
WLDC Street Cleaning			1404	0	0	937	0	937	-467	-0.33
Grass Cutting			1545	0	0	1592	0	1592	47	0.03
Grants			0	0	0	0	0	0	0	100.00
VAT Reclaimable			0	1689	0	0	0	1689	-1689	100.00
Town Hall			0	-30	0	0	0	-30	30	100.00
Miscellaneous Income				44	5154	44	0	5243	-5243	
Town Hall			520	0	520	0	0	520	0	0.00
Magazine Advertising			1000	0	0	0	0	0	-1000	-1.00
<b>Income: General Total</b>			113301	?	7479	4276	0	?	-12544	1
<b>Total</b>			113301	?	7479	4276	0	?	-12544	1



# Budget Report - Expenditure

Current Financial Year Ending 31/03/2023

Financial Period 01/04/2022 to 30/11/2022

This report is based on Payment Date

Details	Year 2021/22		Financial Year Ending 31/03/2023						Variation	
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%
<b>Expense: General</b>										
Salaries			14124	4228	3810	2546	0	10584	3540	-0
PAYE & NI			4598	0	988	330	0	1318	3280	-1
Staff Travel & Benefits			100	0	0	0	0	0	100	-1
Contractors			15000	4476	3000	4352	0	11828	3172	-0
Other Staff Expenses			100	0	0	0	0	0	100	-1
General Office			840	11	129	98	0	237	603	-1
Hall Hire			480	0	154	44	0	198	282	-1
Insurance			3500	0	3365	0	0	3365	135	-0
Audit			780	200	400	0	0	600	180	-0
Subscriptions			353	95	0	0	0	95	258	-1
Training			390	203	0	0	0	203	188	-0
Election			500	0	0	0	0	0	500	-1
Mayor Allowance			250	0	0	117	0	117	133	-1
Professional Fees			500	0	0	0	0	0	500	-1
Legal Fees			2500	0	0	0	0	0	2500	-1
Amenity Cut			5040	0	1150	2990	0	4140	900	-0
Public Rights of Way			0	0	0	17	0	17	-17	100
Parks			2640	205	1187	2990	0	4382	-1742	1
Sportsground			3760	332	1150	2990	0	4472	-712	0
Cemeteries/Church			2000	2120	170	800	0	3090	-1090	1
Allotments			250	0	0	0	0	0	250	-1
Market			250	0	0	0	0	0	250	-1
Community Orchard			0	0	0	0	0	0	0	100
Section 137			0	0	0	0	0	0	0	100
Community Dev			0	637	251	0	0	888	-888	100
Telephone & Broadband			620	162	125	84	0	372	248	-0
Electricity - Market Place LN7 6TU			200	37	37	24	0	98	102	-1
Electricity - South Street Park			300	74	161	49	0	284	16	-0
Electricity - Market Place LN7 6TL			150	0	0	0	0	0	150	-1
Electricity - Sports Ground			250	132	83	72	0	288	-38	0
Gas			0	0	0	0	0	0	0	100
Water: Sports Ground			250	89	59	30	0	178	72	-0
Water: Cemetery			50	11	16	14	0	41	9	-0
Water: Allotments			75	0	22	67	0	89	-14	0
Play Park Refurbishment			500	336	395	0	0	731	-231	0
Projects			450	0	4500	0	0	4500	-4050	9
Caistor Sports & Social Club			1500	530	260	0	0	790	710	-0
Town Hall			2000	172	83	44	0	299	1701	-1
Civic			500	0	0	0	0	0	500	-1
Equipment			750	402	1038	417	0	1857	-1107	1
WLDC			0	0	0	0	0	0	0	100
Market Place			250	250	250	370	0	870	-620	2
Gritting & Snow Clearance			2500	750	0	0	0	750	1750	-1
Community Development			0	0	0	0	0	0	0	100
CCTV			3000	1500	0	0	0	1500	1500	-1
Contingency			383	0	0	0	0	0	383	-1
Grants & Donations			15000	2335	10613	0	0	12947	2053	-0
Grants & Donations				0	0	0	0	0	0	
Project: Town Hall Car Park Makeover			1400	645	0	0	0	645	755	-1
Investments				0	10000	0	0	10000	-10000	





# Budget Report - Expenditure

Current Financial Year Ending 31/03/2023

Financial Period 01/04/2022 to 30/11/2022

This report is based on Payment Date

Details	Year 2021/22		Financial Year Ending 31/03/2023							Variation	
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%	
	<b>Expense: General Total</b>			93957	19931	45141	18445	0	83517	10440	-11
<b>Total</b>			93957	19931	45141	18445	0	83517	10440	-11	



# Budget Report - Expenditure

Current Financial Year Ending 31/03/2023

Financial Period 01/04/2022 to 30/11/2022

This report is based on Payment Date

Details	Year 2021/22		Financial Year Ending 31/03/2023						Variation	
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%
	<b>Expense: General</b>									
Salaries			14124	4228	3810	2546	0	10584	3540	-0
PAYE & NI			4598	0	988	330	0	1318	3280	-1
Staff Travel & Benefits			100	0	0	0	0	0	100	-1
Contractors			15000	4476	3000	4352	0	11828	3172	-0
Other Staff Expenses			100	0	0	0	0	0	100	-1
General Office			840	11	129	98	0	237	603	-1
Hall Hire			480	0	154	44	0	198	282	-1
Insurance			3500	0	3365	0	0	3365	135	-0
Audit			780	200	400	0	0	600	180	-0
Subscriptions			353	95	0	0	0	95	258	-1
Training			390	203	0	0	0	203	188	-0
Election			500	0	0	0	0	0	500	-1
Mayor Allowance			250	0	0	117	0	117	133	-1
Professional Fees			500	0	0	0	0	0	500	-1
Legal Fees			2500	0	0	0	0	0	2500	-1
Amenity Cut			5040	0	1150	2990	0	4140	900	-0
Public Rights of Way			0	0	0	17	0	17	-17	100
Parks			2640	205	1187	2990	0	4382	-1742	1
Sportsground			3760	332	1150	2990	0	4472	-712	0
Cemeteries/Church			2000	2120	170	800	0	3090	-1090	1
Allotments			250	0	0	0	0	0	250	-1
Market			250	0	0	0	0	0	250	-1
Community Orchard			0	0	0	0	0	0	0	100
Section 137			0	0	0	0	0	0	0	100
Community Dev			0	637	251	0	0	888	-888	100
Telephone & Broadband			620	162	125	84	0	372	248	-0
Electricity - Market Place LN7 6TU			200	37	37	24	0	98	102	-1
Electricity - South Street Park			300	74	161	49	0	284	16	-0
Electricity - Market Place LN7 6TL			150	0	0	0	0	0	150	-1
Electricity - Sports Ground			250	132	83	72	0	288	-38	0
Gas			0	0	0	0	0	0	0	100
Water: Sports Ground			250	89	59	30	0	178	72	-0
Water: Cemetery			50	11	16	14	0	41	9	-0
Water: Allotments			75	0	22	67	0	89	-14	0
Play Park Refurbishment			500	336	395	0	0	731	-231	0
Projects			450	0	4500	0	0	4500	-4050	9
Caistor Sports & Social Club			1500	530	260	0	0	790	710	-0
Town Hall			2000	172	83	44	0	299	1701	-1
Civic			500	0	0	0	0	0	500	-1
Equipment			750	402	1038	417	0	1857	-1107	1
WLDC			0	0	0	0	0	0	0	100
Market Place			250	250	250	370	0	870	-620	2
Gritting & Snow Clearance			2500	750	0	0	0	750	1750	-1
Community Development			0	0	0	0	0	0	0	100
CCTV			3000	1500	0	0	0	1500	1500	-1
Contingency			383	0	0	0	0	0	383	-1
Grants & Donations			15000	2335	10613	0	0	12947	2053	-0
Grants & Donations				0	0	0	0	0	0	
Project: Town Hall Car Park Makeover			1400	645	0	0	0	645	755	-1
Investments				0	10000	0	0	10000	-10000	



# Budget Report - Expenditure

Current Financial Year Ending 31/03/2023  
 Financial Period 01/04/2022 to 30/11/2022

This report is based on Payment Date

Details	Year 2021/22		Financial Year Ending 31/03/2023							Variation	
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%	
	<b>Expense: General Total</b>			93957	19931	45141	18445	0	83517	10440	-11
<b>Total</b>			93957	19931	45141	18445	0	83517	10440	-11	



# Schedule of Payments

Invoice Date	Invoice Ref	Supplier/Payee	Details	VAT	Total Payment		
10/11/2022	888	Tamar Telecom	Bank Payment: Telephone & Broadband	1.05	6.29	<input type="checkbox"/>	<input type="checkbox"/>
07/11/2022	889	Jake Garden Care	Grass cutting at Church	32.00	192.00	<input type="checkbox"/>	<input type="checkbox"/>
16/11/2022	890	██████████	Bank Payment: Sports Field / Public Rights of Way Repairs	0.00	17.38	<input type="checkbox"/>	<input type="checkbox"/>
25/11/2022	891	BT	Bank Payment: Telephone & Broadband	7.39	44.34	<input type="checkbox"/>	<input type="checkbox"/>
03/11/2022	892	Wave	Water at allotments	0.00	66.65	<input type="checkbox"/>	<input type="checkbox"/>
03/11/2022	893	Wave	Water at cemetery	0.00	14.47	<input type="checkbox"/>	<input type="checkbox"/>
03/11/2022	894	Wave	Water at sports ground	0.00	29.54	<input type="checkbox"/>	<input type="checkbox"/>
02/11/2022	898	Caistor Town Hall	Town hall hire	0.00	22.00	<input type="checkbox"/>	<input type="checkbox"/>
31/10/2022	899	Southdale Service Station	Fuel/Oil	4.00	24.00	<input type="checkbox"/>	<input type="checkbox"/>
28/11/2022	900	██████████	Bank Payment: Salaries Nov 22	0.00	1275.75	<input type="checkbox"/>	<input type="checkbox"/>
27/11/2022	901	HMRC	PAYE Nov 22 M8	0.00	314.79	<input type="checkbox"/>	<input type="checkbox"/>
22/11/2022	902	██████████	Bank Payment: Contractors	0.00	1152.00	<input type="checkbox"/>	<input type="checkbox"/>
21/11/2022	903	Jake Garden Care	Grass cutting at church grounds	32.00	192.00	<input type="checkbox"/>	<input type="checkbox"/>
29/11/2022	904	██████████	Expense Claim	77.50	517.28	<input type="checkbox"/>	<input type="checkbox"/>
29/11/2022	905	██████████	Expense Claim	3.59	43.82	<input type="checkbox"/>	<input type="checkbox"/>
01/12/2022	908	██████████	Expense Claim	10.00	188.99	<input type="checkbox"/>	<input type="checkbox"/>

**TOTAL: 4101.30**

Authorised Signatory

Authorised Signatory

Minute Ref

Print Name

Print Name

Date

Date



# Public Tracking Report

<b>Metal Railings Nettleton Road/A46 corroded/falling to bits.</b>	<b>Ref:</b> 14957	<b>Created:</b> 19/04/2021
<b>CCTV at Sports Ground</b>	<b>Ref:</b> 15568	<b>Created:</b> 30/05/2021
<b>Cricket Club Chafer Bugs Sports Field and South Street Park</b>	<b>Ref:</b> 18761	<b>Created:</b> 02/09/2021
<b>Bank Lane, Caistor Parking</b>	<b>Ref:</b> 19114	<b>Created:</b> 01/11/2021
<b>Disabled Bays in Market Place</b>	<b>Ref:</b> 19151	<b>Created:</b> 27/11/2021
<b>Cricket Club Lease</b>	<b>Ref:</b> 19826	<b>Created:</b> 06/04/2022
<b>Queens Jubilee Tree and Plaque (WLDC)</b>	<b>Ref:</b> 20349	<b>Created:</b> 15/04/2022
<b>Parking on North Kelsey Road alongside Grammar School</b>	<b>Ref:</b> 20402	<b>Created:</b> 06/05/2022
<b>South Street One Way / Damage to Building</b>	<b>Ref:</b> 20972	<b>Created:</b> 04/11/2022
<b>Cricket Ground Remedial Work Fencing</b>	<b>Ref:</b> 21049	<b>Created:</b> 03/12/2022