



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on Thursday 8 June 2023 commencing at 6:45pm 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.

Michelle Moss
Clerk to the Council
02/06/2023

AGENDA

1. To receive apologies for absence & reasons given
2. To receive declaration of interests and requests for dispensations and to consider granting dispensation(s)
3. Public Session (10 minutes, during which the meeting is suspended)
4. Chairmans Report
5. To approve the draft minutes and closed session draft minutes of 11th May 2023
6. To consider any applications for co-option onto the council
7. Finance
 - a) To approve the Accounting Statements for period ending 31st May 2023
 - b) To approve the Schedule of Payments
 - c) To discuss and agree what the CIL payment from WLDC will be spent on this year
 - d) Review options for a pre-payment card and agree next steps (22178)
 - e) To review the options and agree to purchase the office laptop
 - f) To agree to appoint an additional bank signatory
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. To receive reports from Committee's and working groups, and agree any associated action
 - a) Personnel and Finance Committee (agree who the 5th committee member will be)
 - bi) Estates Committee - Receive the draft minutes from 31.5.23
 - bii) Agree the budget for the PPE clothing and equipment



- biii) To review and agree the proposed changes to the Estates TOR
- c) Economic Development & Market Working Group
- c.i) Complaint about the market from potential stall holder
- 10. Clerks Report & Parish Matters
 - a) Review Tracking Report
 - b) To review and approve the updated risk log
 - c) To review and approve the updated Member Officer Protocol
 - d) To review and approve the updated Health and Safety policy
 - e) Review of the cricket club lease comments and agree next steps
- 11. Correspondence Received
 - a) Review the request from Age UK for a mobile information bus in Caistor and agree next steps
- 12. To note any planning decisions
 - a) Application Number: 146422. 17, South Street. Request for confirmation of compliance with conditions. Decision: Condition discharged
- 13. To review the planning applications received and agree a response
 - a) APPLICATION NO:146671
PROPOSAL: Approval of reserved matters to erect 7no. bungalows considering appearance, landscaping, layout and scale
LOCATION: Land to rear of 132 North Kelsey Road
- 12. Date of next meeting
- 13. To resolve to move into closed session for the remainder of the meeting
- 14. To receive an update on the outstanding issues regarding the employment contracts and agree next steps