



## Minutes of the Caistor Town Council held at 6:45pm at the Caistor Town Hall on 13 July 2023

Present: Cllr J. Wright, Cllr S. Davey, Cllr P. Richardson, Cllr J. Bowman, Cllr R. Lyus, Cllr M. Galligan,  
Cllr S. Hodson, Cllr J. Hughes, Cllr A. Somerscales, Cllr J. Cox, Cllr L. Milner, Cllr A. Clark,  
Cllr P. Morris,

In Attendance: Michelle Moss, District Cllr Lawrence, District Cllr Bierley,  
Members of public present: 6

- 1. To receive apologies for absence & reasons given - Ref: 2095**  
County Cllr Smith had sent apologies.
- 2. To receive declaration of interests and requests for dispensations and to consider granting dispensation(s) - Ref: 2096**  
Interests were declared as follows: Cllr Davey agenda items 9a, 10c, 10d; Cllr Wight agenda items 12a and 12b; Cllr Cox 12d; Cllr Lyus 10c.
- 3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 2097**  
One resident raised concerns about the out of hours and antisocial use of the sports field car park on North Kelsey Rd and asked for the council to take action. It was agreed to add it to the next agenda for a discussion. One resident noted how attractive the town looked with the flowers, flags and bunting and thanked CTC and Caistor in Bloom for making the town look so appealing. One resident raised the issue of pigeon muck on the play area equipment at South Street park. It was agreed to add the issue to the agenda for discussion at the next council meeting.
- 4. Chairmans Report - Ref: 2098**  
Cllr Wright noted that he had attended 2 WLDC civic events - WLDC stand at Lincolnshire show and the flag raising ceremony for the armed forces at Guild Hall .
- 5. To approve the draft minutes of 8th June 2023 - Ref: 2099**  
RESOLVED that the draft minutes of the meeting held on 8th June 2023 be approved as a true record of the meeting and signed by the Chair  
Proposed: Cllr J. Bowman Seconder: Cllr M. Galligan All in favour
- 6. Finance - Ref: 2100**
  - a) To approve the Accounting Statements for period ending 30/06/2023 - Ref: 2101**  
The accounting statements had been circulated to all councillors prior to the meeting.  
RESOLVED to approve the accounting statements for the period ending 30.06.23 as a true record.  
Proposed: Cllr J. Bowman Seconder: Cllr M. Galligan All in favour
  - b) To approve the Schedule of Payments - Ref: 2102**  
The schedule of payments had been circulated to all councillors prior to the meeting.  
RESOLVED to approve the schedule of payments which totalled £9257.21  
Proposed: Cllr J. Bowman Seconder: Cllr M. Galligan All in favour
- 7. Reports from External bodies:- - Ref: 2103**
  - a) Lincolnshire Police - Ref: 2104**  
No report received.
  - b) West Lindsey District Council. - Ref: 2105**  
District Councillor Beirley's report had been circulated to councillors prior to the meeting. District Councillor Bierley thanked the council for supporting the Age UK outreach bus which is visiting Caistor on 28th July.
  - c) Lincolnshire County Council - Ref: 2106**

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It was noted that County Cllr Smith is meeting with Richard Fenwick, Head of Highways Asset and Local Management Services in the forthcoming week and asked for any major issues to be shared in advance of the meeting.

**d) Community Groups - Ref: 2107**

Caistor Goes representative noted that Part in the Park is taking place this Saturday.  
Community cinema representative noted that Fablemans was showing 29th July.

**e) Town Hall Management Committee - Ref: 2108**

Town Hall representative noted that both an AGM and Ordinary meeting had taken place and that the finances are in good health.

District Cllr Lawrence left the meeting.

**8. To receive reports from Committee's and working groups, and agree any associated action - Ref: 2109**

**a) Personnel and Finance Committee - Ref: 2110**

It was noted that the committee are next due to meet 25th July.

**b) Estates Committee (including approve budget for play area repairs) - Ref: 2111**

The estates committee had met on 4th July and the draft minutes had been circulated to all councillors prior to the meeting. It was noted that the revised terms and conditions for the allotments had been approved by the committee and would be shared with the plot holders. Feedback had been received from some of the allotment holders requesting that plot 11 is let out rather than set aside for composting.

Thanks were passed to Cllr Hodson for all the work he has undertaken improving the play areas and for fixing the broken fencing to the sports field car park so promptly.

RESOLVED:

1 - to ratify the £2000 budget allocated to remedial work on the play areas.

2 - To re-imburse Cllr Hodson for the cost of parts to fix the play area equipment.

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

**c) Economic Development & Market Working Group - Ref: 2112**

No meeting held.

**ci) To review the recent issue with the Market Place electric supply and agree next steps - Ref: 2113**

Cllr Bowman noted that there had been a recent issue with the electric supply when a market stall holder had left a badly wired extension plugged into the feeder pillar. The issue has now been resolved and steps taken to ensure future prevention. The Market T&C's have been revised to include safe use of CTC electricity. Cllr Bowman suggested a further change to remove the requirement for commercial grade wiring and protection. Cllr Davey asked for each stall holder to complete and submit a risk assessment with their market stall application.

**cii) To approve the final draft market terms and conditions and market trader application form - Ref: 2114**

RESOLVED to accept the revised market terms and conditions with the revisions suggested by Cllrs Davey and Bowman as part of agenda item 8ci.

Cllr Bowman to implement the revised terms and conditions.

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

**9 Clerks Report & Parish Matters - Ref: 2115**

**a) To receive an update on the cricket club lease and agree next actions - Ref: 2116**

Cllrs Wright and Clark and the clerk had met with representatives from the cricket club and a report had been circulated to councillors prior to the meeting. It was noted that comments included: Legal advice had not previously been sought in relation to the lease and CTC have been quoted iro £3000 - £4000; a lease would give CCC sole access, allow for easier access to funding streams and additional security, whereas a licence permits CTC to allow other users; a 25/35 year lease is a very long commitment; the current rent is far too low

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for a lease agreement where CTC are responsible for maintenance, weed, bug and vermin control.  
RESOLVED that the request for a lease is refused, the cricket club licence remains in place and is renewed in line with all the other club licences which expire in March 2024.  
Proposed: Cllr J. Bowman Seconder: Cllr A. Clark 1 abstained

**b) To review recent damage at the sports field and agree what action to take - Ref: 2117**

It was noted that: Cllr Hodson had replaced the missing fencing at the sports field car park; that some of the other parts of the fence around the car park are damaged; Cllr Hodson offered to repair the rest of the damaged car park fence for the cost of materials; there are several gaps in the hedge line to the sports field.

RESOLVED:

- 1 - to reimburse Cllr Hosdon for the cost of materials used in fixing the damaged fencing
- 2 - to accept Cllr Hodson's offer to repair the rest of the damaged fence and would be reimbursed for the cost of materials estimated at £120 + VAT.

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

**c) Review Tracking Report - Ref: 2118**

The report was circulated in advance of the meeting.

**2-4 Market Place** - It was noted that: the PWLB have still not yet approved the loan extension; the clerk chases their response at lease once a week; the clerk suggested undertaking a very straightforward public consultation to ensure residents are still supportive of the loan given they were not specifically consulted on taking out the loan and the implications; councillors responded noting that consultations took place 2-3 years ago and very few resident turned up; and it would have a detrimental impact on the project if the residents were not supportive of the loan.

Cllr Bowman provided an update from the community group - 4 tenders were received, 1 is being taken forward and there will be a final meeting with them on 20th July with a view to building starting at the end of August to hopefully meet the build deadlines set by the funders. The Big lottery funding is still being offered but they expect all other funding to be in place for it to go ahead, but will allow a small shortfall.

Councillors asked for an update at the next CTC meeting.

RESOLVED rather than a consultation to share on social media and CTC website an overview of what CTC are doing to support the development of 2-4 Market Place.

**Cemetery railings** - The contractor is still planning to start first week in August.

**Trim trail repair** - Watermans have struggled to get the correct grade of pole and have asked the clerk to source the correct graded pole and then they will fit it. The pole has been sourced and is on order. The total cost will be £10 more than Watermans sourcing and fitting.

Proposed: Cllr L. Milner Seconder: Cllr M. Galligan Majority vote

**d) To consider the HSTF report and agree any action - Ref: 2119**

It was noted that the clerk does not have capacity to take this project on at the moment, but it is an important project for the town.

RESOLVED that Cllrs Bowman, Wright and Milner will form a working group made up of residents to take the project forward without the need for support from the clerk.

Proposed: Cllr J. Bowman Seconder: Cllr L. Milner All in favour

**10 Correspondence Received - Ref: 2120**

**a) LCC litter picking equipment offer - Ref: 2121**

RESOLVED to accept the offer of litter picking kits and ask for 50 kits with Cllr Galligan organising where they will be kept.

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

**b) Under 12 football team request to use Caistor football pitch for their practice and home matches - Ref: 2122**

It was noted that the request has come from a team in Grimsby; that they are looking to play practice and home matches in Caistor; that there are likely to be scheduling conflicts with current teams using the pitches.

RESOLVED to regretfully refuse the request.

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Proposed: Cllr P. Morris Seconder: Cllr J. Wright Majority vote

**c) Request from Caistor Twinning association for a gift for their next visit - Ref: 2123**

RESOLVED to support the request and grant Caistor Twinning Association £100 to purchase a gift to take to Savigne-i'Eveque.

Proposed: Cllr P. Morris Seconder: Cllr J. Bowman 2 abstained

**d) Grammar school 11+ dates reminder about parking - Ref: 2124**

RESOLVED that Councillor Bowman would organise the support for the parking on the required dates.

Proposed: Cllr J. Bowman Seconder: Cllr J. Wright 1 abstained

**11 To note any planning decisions - Ref: 2125**

Cllr Morris left the meeting.

**a) Number: 146494. Condition Discharge. Request for confirmation of compliance with conditions 2 (materials), 3 (sample panel) and 4 (eaves and verge details) of planning permission 144440 granted 18 August 2022. Nettleton House, Nettleton Road, Caistor**  
**Decision: Condition discharged - Ref: 2126**

Noted.

**b) Number: 146422. Condition Discharge. Request for confirmation of compliance with conditions 3 (joinery details), 5 (details of rainwater goods) and 6 (details of roof light) of listed building consent 136430 granted 30 August 2017. 17, South Street, Caistor.**  
**Decision: Condition discharged - Ref: 2127**

Noted.

**c) Number: 146210. Full Planning. Planning application for installation of solar PV panels. Land at Top House Farm, 23, Grimsby Road, Caistor.**  
**Decision: Granted time limit plus conditions - Ref: 2128**

Noted.

**12 To review the planning applications received and agree a response - Ref: 2129**

Cllr Wright left the room. Cllr Bowman assumed the Chair.

**a) PROPOSAL: Planning application for conversion and extension of windmill site to form 1no. dwelling being variation of conditions 2, 9 & 10 of planning permission 144661 granted 10 June 2022 - increased number of glazed panels**  
**NUMBER: 146704**

RESOLVED - no comments or objections

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

**b) PROPOSAL: Listed building consent for conversion and extension of windmill site to form 1no. dwelling being variation of conditions 2, 6 & 7 of Listed Building Consent 144662 granted 10 June 2022 - increased number of glazed panels.**  
**NUMBER: 146782**

RESOLVED - no comments or objections.

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

**c) PROPOSAL: Planning application to erect 5no. residential log cabins for independent service users**  
**NUMBER: 146620**  
**TYPE: Full Planning Application**  
**LOCATION: Land at Top House Farm, 23, Grimsby Road, Caistor - Ref: 2132**

Cllr Wright returned to the room and resumed the Chair.

Noted: this application has already been refused by WLDC.

**d) (County Matter) PLANNING REFERENCE: PL/0040/23**  
**DEVELOPMENT: For the phased extraction of sand and gravel with restoration to low-level acid grassland, lowland heath, gorse and woodland, including ancillary activities, associated infrastructure**

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**and new access from North Kelsey Road**

It was noted: there are concerns about silicosis as it is close to 2 buildings; there is a designated footpath through the area which will be closed for at least 3 years and is not being re-routed; the mining is planned for 7 years; there will be a HGV impact; extraction rights were introduced before the footpath was designated; the site has been a sand extraction site since 1901 but has been dormant; LCC will undertake inspections to ensure it is back filled appropriately.

RESOLVED to ask for the footpath to be re-routed for the duration of the mining but not to raise any further objections to the application.

Proposed: Cllr J. Wright Seconder: Cllr A. Clark Majority vote

**13**

**Date of next meeting - Ref: 2134**

August 10th 2023, 6:45pm

Meeting closed at 8:07pm

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