



You are hereby summoned to attend the meeting of Caistor Town Council Estates Committee which will be held on Tuesday 22 August 2023 commencing at 7:00pm at the Arts & Heritage Centre.

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
15/08/2023

AGENDA

1. To receive apologies and note reasons for absence
2. To receive declarations of interest and requests for dispensations in relation to agenda items and to consider granting requests for dispensations
3. Public participation - 10 minutes - items raised which are not on the agenda will be referred to a later meeting, if appropriate
4. To approve the draft minutes of the Estates Committee meeting on 4th July
5. To receive an update on the town hall roof, leaks and guttering and agree next steps
6. Play areas
 - a. To receive an update on the play area repairs and agree next steps
 - b. To consider the option of an accompanied play area inspection and agree next steps
7. Allotments
 - a. To receive the most recent allotment report and agree any action
 - b. To consider appointing an allotment representative to liaise with CTC
 - c. To receive any feedback from the allotment holders relating to the revised terms and conditions and proposals for plot 11
 - d. To discuss and agree any essential work or maintenance at the allotments
8.
 - a. To consider the maintenance and repair work required in the cemetery and agree next steps
 - b. To consider the resident request to trim grass and hedge around parents plot
9. To consider the work required at the Sports and Social Club and consider next steps
10. To consider the quotes for tree maintenance at the church and agree next steps
11. To consider grass cutting requirements for 2023-24 and agree timescales, budget and process
12. To consider projects/maintenance/repairs and potential budget required for Caistor assets for 2024.25
13. To review LCC request to update drainage records and agree any next steps
14. To consider selling various pieces of un-used CTC owned equipment and agree process



15. To review the recent issue with electrical feeder unit at South St Park and PME earthing system and agree next steps
16. To resolve to move into closed session for the remainder of the meeting
17. To discuss operational requirements for estates and agree next steps
18. To receive feedback on the Estates Operative's performance