



**Minutes of the Caistor Town Council held at 6:45pm
at the Caistor Town Hall on 14 September 2023**

Present: Cllr J. Wright (Chair), Cllr S. Davey, Cllr P. Richardson, Cllr J. Bowman, Cllr R. Lyus, Cllr M. Galligan,
Cllr S. Hodson, Cllr A. Somerscales, Cllr L. Milner, Cllr A. Clark,
In Attendance: District Cllr Bierley, County Cllr Smith,
Members of public present: 0

- 1. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1) - Ref: 2316**
Apologies received from Cllrs Morris, Cox and Hughes.
Michelle Moss had also sent apologies due to annual leave. Cllr Bowman agreed to take the meeting notes.
- 2. To receive declaration of interests and requests for dispensations and to consider granting dispensation(s) - Ref: 2317**
Cllrs Somerscales and Lyus declared interests in 15c; Cllr Wright declared interest in agenda item 15a
- 3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 2318**
None
- 4. Chairmans Report - Ref: 2319**
Cllr Wright noted he had attended a 105th birthday celebration, letter of thanks noted and Rev I Robinson's last service Sunday 24th September. It was also noted that Caistor in Bloom featured TV news report on Wednesday.
- 5. To approve the draft minutes of 10th August 2023 - Ref: 2320**
RESOLVED that the draft minutes of the meeting held on 10th August 2023 be approved as a true record of the meeting and signed by the Chair.
Proposed: Cllr S. Hodson Seconder: Cllr M. Galligan All in favour
- 6. Finance - Ref: 2321**
 - a) To approve the Accounting Statements for period ending 31.08.2023 - Ref: 2322**
The accounting statements had been circulated to all councillors prior to the meeting.
RESOLVED to approve the accounting statements for the period ending 31.08.23 as a true record.
Proposed: Cllr A. Somerscales Seconder: Cllr A. Clark All in favour
 - b) To approve the Schedule of Payments - Ref: 2323**
The schedule of payments had been circulated to all councillors prior to the meeting.
RESOLVED to approve the schedule of payments which totalled £10547.09.

Proposed: Cllr A. Somerscales Seconder: Cllr A. Clark All in favour
 - c). To receive and agree the bank reconciliation for the period ending 31.8.23 - Ref: 2324**
The bank reconciliation and bank statements had been circulated to councillors prior to the meeting.
RESOLVED to accept the bank reconciliation.
Proposed: Cllr J. Bowman Seconder: Cllr A. Clark All in favour
- 7. Reports from External bodies:- - Ref: 2325**
 - a) Lincolnshire Police - Ref: 2326**
None.
 - b) West Lindsey District Council. - Ref: 2327**
Update from LIVES welcome. Bins query to be followed up.
 - c) Lincolnshire County Council - Ref: 2328**

Signature:



LCC School transport – for entire county 40 concessionary seats after those entitled have taken up their seats. There are specific problems relating to transport requirements for De Aston. Speed reduction and road surface repairs are ongoing. Straw on the highways is treated in a similar way to mud on the road. Questions asked about what schedule of works was in place for drains etc. Loose chipping signs appear to be left up for long periods of time. Drain covers on North Kelsey Road not replaced / repaired yet. Cllr T Smith offered to arrange meeting the highways and CTC Cllrs.

d) Community Groups - Ref: 2329

Caistor Cares took flowers and card for the lady's 105th birthday.
Caistor Goes Proms in Park enjoyed by a big turnout, very good weather.
Lions Bike Day on Sunday in the Market Place

e) Town Hall Management Committee - Ref: 2330

None

8. To receive reports from Committee's and working groups, and agree any associated action - Ref: 2331

a) Personnel and Finance Committee - Ref: 2332

No meeting.

b) Estates Committee - Ref: 2333

bi). To receive the draft minutes of the Estates Committee meeting held on 22nd August 2023 - Ref: 2334

Town Hall roof - £11448 - £6k grant applied for from WLDC, £5k to be transferred from reserves to this years budget (already has £1k in it). If we don't get grant, CTC will have to take rest out of general reserves. Asked town hall for a contribution but not had a definite reply yet
Town hall floor - One contractor visit completed. Waiting for a quote to investigate cause and to fix it. Stephen is looking into getting a contractor with a camera/scope to check it out to understand the issue in more detail.
Allotments - getting quotes for steps which are dangerous. One received, awaiting 2nd quote. Plot 11 offered - awaiting response. Plot 6 eviction process started.
Cemetery - post installed for watering cans, freeing up a good bench. Kim is going to remove the rotten bench and replace it with the good bench the watering cans were on. Will still need another bench. Also need to look at expanding the GOR.
Sports and Social club - window quotes received - to be discussed at next estates meeting. CS&SC have also requested a new boiler, fire alarm system, and some other maintenance works.
Church trees - contractor agreed, church permission obtained, just waiting for tree officer/conservation officers approval and then work will be done in late Autumn
Scythe sold for £900 - unused equipment - need to purchase a long reach hedge trimmer for estates.
Issue with electrical feeder units - not fit for purpose in South St Park - need to review and get quotes
Play areas - agreed accompanied visit - booked for 6th December. Watermans gave the wrong size for the cross pole, and are now sourcing one the correct length.
Cemetery railings - separate agenda item - Stephen is aware of the situation, monitoring it and can lead the discussion.
Cemetery records issue - Bonny Smith is starting w/c 18th Sept. All office consumables sourced and ready.
Cemetery management system bespoke to Caistor is being set up by Edge IT (called Epitath).
Additional estates committee meeting scheduled for 26th Sept as there is so much going on.

bii) To agree to accept the quote for the town hall roof, transfer £5000 from earmarked reserves to the working budget and proceed with the repair - Ref: 2335

RESOLVED to transfer the funds from earmarked reserves to pay for the town hall roof repairs and proceed with the repair.

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

biii) To agree to transfer £780 from earmarked reserves to working budget for the tree maintenance in the churchyard - Ref: 2336

RESOLVED to transfer the funds from earmarked reserves to maintain the trees at the churchyard.

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

Signature:



c) Economic Development & Market Working Group - Ref: 2337

No meeting held.

d) 2-4 Market Place and PWL update from working party - Ref: 2338

It was noted that the working party had met and agreed a process and timeline for the PWL. Once the loan has been approved by DLUP the solicitor will be instructed to secure a first charge on the property, then a financial analysis/viability will be undertaken and finally a public consultation. There will be check points at each stage where council will be required to sign off to move the the next stage. Quotes for the financial review are currently being obtained, but current indications are that the cost is iro £10-15K. The timeline indicates that the process should be complete in the early part of 2024.

9. To discuss the completion of a CTC newsletter and agree next steps - Ref: 2339

Deferred to a later meeting.

10. Update on the resident complaint regarding closing the sports field car park at night and agree next steps - Ref: 2340

It was noted that proposals suggested by CTC to progress a solution have been rejected. The resident had been invited to the meeting to discuss an alternative solution, but had not attended. Issue placed on hold.

11. Cemetery Gates and Railings update and review of next steps - Ref: 2341

It was noted that there have been some issues with getting the work progressed. The contractor has had health issues, the job has been much more involved and time consuming than he had priced for. Progress is being made but it is slow. Concerns are that the painting won't be finished before the weather turns. RESOLVED to follow up with current painter and pursue alternative contractors in case the job is left unfinished. Proposed: Cllr S. Davey Seconder: Cllr J. Wright All in favour

12. Clerks Report & Parish Matters - Ref: 2342

a) Review Tracking Report - Ref: 2343

Noted

b) Lone Worker Policy review and approval including risk assessments - Ref: 2344

RESOLVED to approve the policy but not to provide the estates operative with a mobile phone. Proposed: Cllr J. Wright Seconder: Cllr A. Somerscales All in favour

c) Equality and Diversity policy review and approval - Ref: 2345

RESOLVED to approve the policy
Proposed: Cllr A. Clark Seconder: Cllr M. Galligan All in favour

13. Correspondence Received - Ref: 2346

a) Caistor in Bloom Comments - Ref: 2347

Many positive comments had been received from residents and visitors about the floral display.

14. To note any planning decisions - Ref: 2348

a) Application Number: 147080

Decision: Permitted Development

Proposal: Prior approval change of use from commercial, business and service to 1no. dwellinghouse.

Location: 12, South Street, Caistor - Ref: 2349

Noted.

15. To review the planning applications received and agree a response - Ref: 2350

a) (No comment response by delegated powers) - LCC REFERENCE: PL/0064/23

DEVELOPMENT: FOR RETENTION OF A BUND

LOCATION: MANS_GATE CHALK QUARRY, MANS_GATE HILL, NETTLETON - Ref: 2351

Noted.

b) FULL PLANNING REF NO: 147142

Signature:



PROPOSAL: Planning application to erect a 2no. bay cricket net, outdoor training facility.
LOCATION: Caistor Town Cricket Club Brigg Road Caistor - Ref: 2352

RESOLVED to support the application by a majority vote. 6 for 2 abstain, 1 against.

c) FULL PLANNING REF NO: 147081

PROPOSAL: Change of use of land for storage of building materials and equipment
LOCATION: Land adjacent Enterprise Road Caistor - Ref: 2353

Noted a lack of details. RESOLVED to oppose the application.

d) FULL PLANNING REF NO: 147196

PROPOSAL: Proposed new dwelling in support of the equestrian business at Caistor Equestrian Centre being variation of condition 7 of planning permission 128154 granted 7 March 2012 - occupancy condition

RESOLVED to support the application.

e) FULL PLANNING REF NO: 147116

PROPOSAL: Erect 1no. dwelling - resubmission of 120744
LOCATION: Land adjacent 39 North Kelsey Road Caistor - Ref: 2355

RESOLVED not to oppose the application.

16. To note the planning appeal and agree if an additional response is required

APPLICATION REFERENCE NO: 146081

PROPOSAL: Planning application to erect summer house.

LOCATION: West Paradise Cottage Church Folly Caistor

RESOLVED that no further comment is required.

17. Date of next meeting - Ref: 2357

10th Oct 2023, 6.45pm

Meeting closed at 8.07M

Signature: