



Public Agenda Pack
Council Meeting
Thursday 12th October 2023



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on Thursday 12 October 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
05/10/2023

AGENDA

1. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1)
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 of 14th September 2023 and extraordinary meeting of 3rd August 2023
6. To review the applications for co-option to the council and vote on appointment
7. Finance
 - a) To approve the Accounting Statements for period ending 30/092023
 - b) To approve the Schedule of Payments
8. Reports from External bodies:-
 - a) Lincolnshire Police
 - b) West Lindsey District Council
 - c) Lincolnshire County Council
 - ci) Review request from resident for a dropped curb in the centre of the Market Place to allow wheeled access and agree how to progress
 - 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
 - b) Estates Committee
 - bi) To receive the draft minutes from the Estates Committee meeting of 26th September 2023
 - bii) To agree the budget overspend for CS&SC boiler repairs



- biii) To agree the budget overspend for the allotment steps
- biv) To agree a budget overspend for the repair to the boiler room floor at the town hall
- c) Economic Development & Market Working Group
- 10. To review any grant applications received and agree whether to donate funds
 - a) Caistor Cares
 - b) Caistor Heritage trust
 - c) Springs Church
- 11. Email addresses for councillors
- 12. Clerks Report & Parish Matters
 - a) Review Tracking Report
 - b) Review and approve reserves policy
 - c) Agree response to consultation proposing to remove the phone box from the Market Place
 - d) To discuss the issues with dog walkers at the parks and agree any action
- 13. Correspondence Received
 - a) Email from resident suggesting an additional market after the bonfire night display
 - b) Last newsletter from Lincolnshire Fieldpath Association
- 14. To note any planning decisions - None notified
- 15. To review the planning applications received and agree a response
 - a) REFERENCE: 146461
PROPOSAL:Amendment to Full Planning application to erect 1no. wind turbine.
LOCATION:Land at Hillcrest Park Caistor
Responded using delegated powers
- 16. Planning enforcement issue - Inhabited caravan on land at the junction of Enterprise Way and NKR
- 17. Date of next meeting



**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 Epatath).
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: MANSGATE CHALK QUARRY, MANSGATE HILL, NETTLETON - Ref: 2351
Noted.
- b) FULL PLANNING REF NO: 147142**



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:



Minutes of the Extraordinary Meeting of Caistor Town Council held at 7:00pm at the Caistor Town Hall on 3 August 2023

Present: Cllr J. Wright (Chair), Cllr S. Davey, Cllr P. Richardson, Cllr R. Lyus, Cllr M. Galligan, Cllr S. Hodson,
Cllr A. Somerscales, Cllr L. Milner, Cllr A. Clark, Cllr P. Morris,

In Attendance: Michelle Moss, District Councillor Bierley, District Cllr Lawrence, Steve Critten and Neil Castle representing

Members of public present: 1

1 To receive declaration of interests and requests for dispensations and to consider granting dispensation(s)

- Ref: 2154

Declarations of interest and requests for dispensation received from Cllrs Somerscales, Wright, Clark and Richardson in relation to agenda item 5 and 6 - 2-4 Market Place.

Dispensation granted for named councillors for 1 year.

2 To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1)

- Ref: 2155

Apologies received and accepted from Cllrs Bowman and Hughes.

(Apologies also received from Cllr Cox immediately prior to the start of the meeting via email)

3 Public Participation (10 minutes max). Individual members of the public are permitted to address the council for up to 5 minutes each

- Ref: 2156

None

4 To review and approve the draft minutes from full council 13th July meeting

- Ref: 2157

RESOLVED that the draft minutes of the meeting held on 13th July 2023 be approved as a true record of the meeting

Proposed: Cllr R. Lyus Seconder: Cllr A. Somerscales All in favour

5 To receive an update from Caistor and District Community Trust Ltd regarding the development of 2-4 Market Place - Ref: 2158

Neil Castle and Steve Critten were in attendance to provide an over view of the regeneration of 2-4 Market Place, the funding, business plans and to answer any questions.

Their presentation noted: deterioration of the building; the current funding sources including £750,000 planned loan from CTC; the trust has now purchased the property; the public tender process resulted in 4 requests to tender, three dropped out leaving 1 full tender submitted; the initial quote was £1.3m over budget, negotiated down to £932k over budget; the tender is a fixed price; it is hoped the National lottery will fund this shortfall and negotiations have started; other funders have extended deadlines to ease cash flow; the development cost is now iro £3.1m, the building will be worth £800,000 when complete and will take iro 40 weeks; the original contingency was 15%; Heritage Lincolnshire are interested in running the facility; CTC can have negotiate a fixed first charge over the property as a condition of the loan; National Lottery heritage fund do not have a first charge over the property.

Councillors raised concerns including: the residents have not been consulted on the CTC loan, are not necessarily aware of it and they have a right to a say before the council commits to it; access to a more up to date business plan with current projections and forecasts; how the CTC loan repayments will be made for the first 2 years before the building is finished and occupied; CTC solicitors advised that CTC would not get first charge on the property due to agreements with other funders which give them first charge; CTC is the only investor who is taking out a loan and will have to pay it back regardless of the success of the building.

(It was clarified after the meeting that the first loan repayment to PWLB would become due within the first 6

Signature:

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months of taking out the loan).

6 To understand and discuss the implications of drawing down the £750,000 loan from the Dept of Levelling up; agree what actions should be taken to ensure due diligence has been transparently completed; and agree next steps
- Ref: 2159

The RFO had shared a document prior to the meeting outlining the councils responsibilities regarding the loan and clarifying the potential risks. Key points included: £750,000 loan from Public Works Loan Board (PWLB) would be given to CDCT, and be repayable over 50 years; Annual repayments (at the most recent interest rate) of £55,575 per year reducing by approx. £406 each year until the loan is repaid; Payments are due every 6 months with the first installment due within the first 6 months of taking the loan; Total amount repayable over 50 years is £1,774,518.55; If CDCT break the loan agreement with CTC, CTC is still liable and have to pay PWLB the full payments for 50 years or a lump sum for the outstanding loan amount; PWLB have guarantee of repayment by way of resident council tax; the DLUP have granted money to CDCT and have secured first charge over the property in the event of the project failing meaning CTC are unlikely to receive back sufficient money to repay the loan if the project fails;

Budget implications:

NALC/LALC have stated: 'CTC must review future reserve levels which need to be held and the impact that must have on precept and other projects over the short, medium and longer term'

- Current cash position for CTC - £50,000 in general reserves - £67,800 in allocated reserves
- CTC will need to 'ring fence' in reserves, enough money to make the loan payment for at least 1 year – i.e. £56,000.
- This can be done by raising the precept, reducing current expenditure or using current allocated reserves.
- The implications of taking the loan and not raising the precept to meet the ring fence requirements are that other non-essential projects, grants, improvements, maintenance and resourcing will have to stop until sufficient ring fenced reserves can be found for 1 years worth of loan repayments.
- Not having sufficient reserves to make the loan repayments will leave the council vulnerable in the event CDCT default on payments.

Public Consultation

LALC/NALC have stated that:

- Residents must be given the full details of potential costs that the taxpayers may be liable for.
- Councillors need to have 'considered the full financial risk assessment'
- CTC and Councillors 'must be honest, open and transparent about the loan and risks with taxpayers and electors'
- Residents must support the loan with 'their eyes wide open that they will be liable for 50 years if the project failed to generate the necessary funds to cover the loan payments

Summary of recommendations

- Full and transparent public consultation must be completed
- Increase the precept to provide sufficient ring-fenced reserves to make the annual loan repayment to PWLB whilst continuing to deliver current level of services to Caistor or analyse what services should be put on hold until the reserves position is strong enough to support a default on the loan.
- Critical financial analysis of the income/expenditure, cash flows, assumptions, costs etc is completed on CDCT project
- Solicitor is engaged to provide legal support for the loan agreement and charge on the property.

It was noted that the public awareness of the project is high, but the awareness of the CTC loan to support the project, and the implications are not.

RESOLVED to hold a public consultation - the format of which is still to be agreed; instruct a solicitor to identify whether CTC could get a first charge on the property; allocate £2500 to solicitor costs initially; once the solicitor has established that a first charge is possible, instruct a professional to undertake a financial review of the project and then instruct the solicitor to draft a loan agreement; ensure that DLUP are aware of the lack of public consultation regards the loan; Cllrs Wright, Milner, Hodson, Clark, Davey and Galligan work with the clerk to expediate the action where possible.

Signature:



Minutes of the Extraordinary Meeting of Caistor Town Council held at 7:00pm
at the Caistor Town Hall on 3 August 2023

Meeting closed at 20:28pm

Signature:

08/09/2023

Not really sure how to start this, so here goes. My name is Howard Priestley and I would like to be considered in a role for one of the vacant local community representatives. It is not a position I have seen advertised, but it came to my attention in August of this year, that there were only 11 seats taken of the allocated 14. It strikes me as being an opportunity for residents to voluntarily have a voice in an esteemed community. I was genuinely astonished that these positions are not significantly oversubscribed. On the strength of that, I would like to put my name forward as a consideration for being a small cog in part of our community.

So, who am I? Well actually quite humble, and not yet confident enough to call myself a local artist, I have achieved:

Graduate level in Fine Art - 2:1

GNVQ Level 3 Joinery - Distinction

Watermark in Mediation - Voluntary

Countless other qualifications in:

Construction

Engineering

Food Industry

Telecommunications

First Aid # Waiting for Defibrillator training

I have lived in Caistor since the Christmas of 2018/19 and occupy the old residency of the wonderful Neil & Angela Clark, who I understand are long term servants of this wonderful Town that I love. As an outsider, my heritage is strongly bonded to Grimsby and Cleethorpes. I am still, and maybe always will be adapting to the local identity, adapting to change is a challenge that we all face going through life I'm sure.

I consider myself a versatile, helpful, kind, open and approachable family man. Being willing to take on change and respect other people's position is a skill in itself; I love to listen and process, add to life and nature. Anja and I have two boys, 7 & 9 who attend the local Grasby All Saints Primary school, for which we are very proud. The entire area is steeped in such important culture and history, the schools and heritage amaze me. Having recently been appointed a committee member to the local 'Walking Football Club' (which I truly adore) it has given me the confidence, from acceptance to help my decision to contact you in this matter.

I spend many an hour night and day walking the family dog 'Marley aka Trigger' litter picking and enjoying the town, I try and 'do my bit' for the area. Feeling that I have a strong community ethic, with communication abilities that can reach out to all levels and lifestyles without judgement or prejudice. I understand that such an important role is critical in moving forward whilst maintaining the autonomous identity. Understanding base responsibilities as a resident I would like to see if there is more I could give back, and I feel such a position could be that catalyst. I wish you a lovely evening, and a great weekend if you receive this the day of posting

Thank you for taking the time to read my mail and I look forward to hearing from you.



Accounting Statements

Current Financial Year Ending 31/03/2024

Financial Period 01/04/2023 to 30/09/2023

Explanation of Variances

VAT Reclaimable

Actual Total: 3601.08 **Budget:** 0.00 **Variation:** -3601.08 / 100

No budget provision for reclaimed VAT

Salaries

Actual Total: 15072.28 **Budget:** 29319.96 **Variation:** 14247.68 / -48.59

KH employee from 1.6.23/ Bonny employee from 19th Sept

PAYE & NI

Actual Total: 5754.81 **Budget:** 2400.00 **Variation:** -3354.81 / 139.78

KH employee from 1.6.23/ Bonny employee from 19th Sept

Contractors

Actual Total: 3888.13 **Budget:** 15000.00 **Variation:** 11111.87 / -74.08

KH employee from 1.6.23

Electricity - Market Place LN7 6TU

Actual Total: 273.52 **Budget:** 260.04 **Variation:** -13.48 / 5.18

Meter read for 1st time in 4 years

Electricity - South Street Park

Actual Total: 341.16 **Budget:** 600.00 **Variation:** 258.84 / -43.14

Cost to repair electrical fault

Miscellaneous Income

Actual Total: 4120.56 **Budget:** 150.00 **Variation:** -3970.56 / 2647.04

2115 refund of property tax LCC and bank interest

Caistor Sports & Social Club

Actual Total: 0.00 **Budget:** 999.96 **Variation:** 999.96 / -100

Cost of boiler repair and windows

Town Hall

Actual Total: 281.00 **Budget:** 6000.00 **Variation:** 5719.00 / -95.32

Roof and floor repairs

Equipment

Actual Total: 1024.85 **Budget:** 750.00 **Variation:** -274.85 / 36.65

Scythe sold for £900 to offset overspend/ £600 on PPE

Explanation of Variances

Gritting & Snow Clearance

Actual Total: 0.00 **Budget:** 450.00 **Variation:** 450.00 /-100

Budget reallocated except £450

Office repair

Actual Total: 2507.49 **Budget:** 2499.96 **Variation:** -7.53 /.3

Office damp fix - £2000 from reserves; £500 from gritting

Old fire station

Actual Total: 2400.00 **Budget:** 2400.00 **Variation:** 0.00 /0

Wall repaired - £1500 moved from reserves; £900 from gritting

Kings coronation

Actual Total: 2000.00 **Budget:** 2000.04 **Variation:** 0.04 /0

Money transferred from reserves

CIL income

Actual Total: 1555.15 **Budget:** 0.00 **Variation:** 1555.15 /100

No budget provision for CIL income

Pension payments

Actual Total: 2079.72 **Budget:** 0.00 **Variation:** -2079.72 /100

No provision in budget for pension payments



Summary of Income & Expenditure

Current Financial Year Ending 31/03/2024

Financial Period 01/04/2023 to 30/09/2023

End of year forecast auto calculated based on actual year to date averaged over 6 months manually adjusted where appropriate.

| | | Actual YTD | Budget | Variance £ | % | EOY Forecast |
|------------------------|-------------------------------|---------------|---------------|---------------|----------|-----------------|
| Income | | | | | | |
| Income: General | | | | | | |
| 100 | Precept | 109886 | 109886 | 0 | 0 | 109886 |
| 140 | Cemetery Income | 3130 | 3000 | 130 | 4 | 3130 |
| 120 | Allotment Income | 45 | 420 | -375 | -89 | 420 |
| 130 | Market Rents | 1141 | 3000 | -1859 | -62 | 2314 |
| 150 | Caistor Sports & Social Club | 1102 | 2412 | -1310 | -54 | 2412 |
| 160 | WLDC Street Cleaning | 2371 | 2292 | 79 | 3 | 2371 |
| 170 | Grass Cutting | 0 | 1623 | -1623 | -100 | 1623 |
| 180 | Grants | 0 | 0 | 0 | 100 | 6000 |
| 350 | VAT Reclaimable | 3601 | 0 | -3601 | 100 | 6800 |
| 199 | Miscellaneous Income | 4121 | 150 | -3971 | 2647 | 4500 |
| 185 | Town Hall | 520 | 520 | 0 | 0 | 520 |
| 186 | Magazine Advertising | 0 | 1000 | -1000 | -100 | 0 |
| 187 | CIL income | 1555 | 0 | 1555 | 100 | 1555 |
| | Income: General Totals | 127472 | 124303 | -11974 | 3 | 141531 |
| | Income Totals | 127472 | 124303 | -11974 | 3 | 141531 |

Expenditure

Expense: General

| | | | | | | |
|-----|------------------------------------|-------|-------|-------|------|-------|
| 500 | Salaries | 15072 | 29320 | 14248 | -49 | 37520 |
| 503 | PAYE & NI | 5755 | 2400 | -3355 | 140 | 9191 |
| 501 | Staff Travel & Benefits | 77 | 100 | 23 | -23 | 100 |
| 502 | Contractors | 3888 | 15000 | 11112 | -74 | 4000 |
| 509 | Other Staff Expenses | 0 | 100 | 100 | -100 | 100 |
| 520 | General Office | 528 | 1000 | 472 | -47 | 1000 |
| 530 | Hall Hire | 194 | 720 | 526 | -73 | 720 |
| 540 | Insurance | 3526 | 3500 | -26 | 1 | 3526 |
| 550 | Audit | 620 | 780 | 160 | -21 | 820 |
| 560 | Subscriptions | 0 | 535 | 535 | -100 | 535 |
| 570 | Training | 130 | 390 | 260 | -67 | 390 |
| 580 | Election | 190 | 0 | -190 | 100 | 190 |
| 581 | Mayor Allowance | 17 | 350 | 333 | -95 | 350 |
| 555 | Professional Fees | 95 | 500 | 405 | -81 | 500 |
| 556 | Legal Fees | 200 | 500 | 300 | -60 | 2500 |
| 590 | Amenity Cut | 5429 | 7400 | 1971 | -27 | 7400 |
| 591 | Public Rights of Way | 0 | 0 | 0 | 100 | 0 |
| 592 | Parks | 2765 | 3000 | 235 | -8 | 3000 |
| 593 | Sportsground | 2200 | 4000 | 1800 | -45 | 4000 |
| 594 | Cemeteries/Church | 2359 | 4500 | 2141 | -48 | 4500 |
| 595 | Allotments | 0 | 250 | 250 | -100 | 250 |
| 610 | Market | 0 | 250 | 250 | -100 | 250 |
| 596 | Community Orchard | 0 | 0 | 0 | 100 | 0 |
| 750 | Cemetery records management | 499 | 2450 | 1951 | -80 | 2450 |
| 650 | Community Events | 494 | 1500 | 1006 | -67 | 1500 |
| 521 | Telephone & Broadband | 399 | 930 | 531 | -57 | 930 |
| 700 | Electricity - Market Place LN7 6TU | 62 | 260 | 198 | -76 | 500 |
| 701 | Electricity - South Street Park | 304 | 600 | 297 | -49 | 750 |
| 702 | Electricity - Market Place LN7 6TL | 0 | 150 | 150 | -100 | 150 |
| 703 | Electricity - Sports Ground | 219 | 600 | 381 | -64 | 600 |
| 800 | Church trees | 0 | 780 | 780 | -100 | 800 |
| 720 | Water: Sports Ground | 92 | 300 | 208 | -69 | 300 |



Summary of Income & Expenditure

Current Financial Year Ending 31/03/2024

Financial Period 01/04/2023 to 30/09/2023

End of year forecast auto calculated based on actual year to date averaged over 6 months manually adjusted where appropriate.

| | | Actual YTD | Budget | Variance | | EOY Forecast |
|--------------------------------|--------------------------------------|---------------|---------------|--------------|------------|-----------------|
| | | | | £ | % | |
| 721 | Water: Cemetery | 36 | 50 | 14 | -28 | 50 |
| 722 | Water: Allotments | 79 | 75 | -4 | 6 | 100 |
| 765 | Play Park Refurbishment | 2171 | 1000 | -1171 | 117 | 2500 |
| 597 | Caistor Sports & Social Club | 0 | 1000 | 1000 | -100 | 2000 |
| 522 | Town Hall | 281 | 6000 | 5719 | -95 | 12500 |
| 582 | Civic | 0 | 500 | 500 | -100 | 500 |
| 601 | Equipment | 1025 | 750 | -275 | 37 | 2000 |
| 598 | Market Place | 0 | 1000 | 1000 | -100 | 1000 |
| 603 | Gritting & Snow Clearance | 0 | 450 | 450 | -100 | 450 |
| 766 | CCTV | 0 | 1500 | 1500 | -100 | 1500 |
| 799 | Contingency | 0 | 0 | 0 | 100 | 0 |
| 600 | Grants & Donations | 12600 | 15000 | 2400 | -16 | 15000 |
| 761 | Project: Town Hall Car Park Makeover | 0 | 500 | 500 | -100 | 500 |
| 762 | Neighbourplan Review | 0 | 0 | 0 | 100 | 0 |
| 763 | Office repair | 2507 | 2500 | -8 | 0 | 2500 |
| 767 | Old fire station | 2400 | 2400 | 0 | 0 | 2400 |
| 764 | Kings coronation | 2000 | 2000 | 0 | 0 | 2000 |
| 768 | Office laptop | 499 | 500 | 1 | -0 | 500 |
| 504 | Pension payments | 2080 | 0 | -2080 | 100 | 5000 |
| Expense: General Totals | | 70793 | 117390 | 46596 | -40 | 139322 |
| Expenditure Totals | | 70793 | 117390 | 46596 | -40 | 139322 |



Bank Reconciliation

Balances as per bank statements as at 05/10/2023

| | | |
|----------------------------------|-----------|-----------|
| Natwest Current Account | 13690.28 | 156663.63 |
| Natwest Business Reserve Account | 142513.15 | |
| Equals Card | 460.20 | |

Unrepresented Payments & Receipts

| Date | Invoice Ref | Type | Description | Credit | Debit |
|------|-------------|------|-------------|--------------------------------------|------------------|
| | | | | Nett balance as at 05/10/2023 | 160122.21 |

| <u>Cash Book</u> | | | | |
|----------------------------------|-----------|------------------------|-----------|------------------|
| | | Opening Balance Bank 1 | 2527.74 | 103991.42 |
| Receipts in current year | 127913.93 | Opening Balance Bank 2 | 101463.68 | |
| VAT to be claimed | 688.83 | Opening Balance Bank 3 | 0.00 | |
| Unallocated cash | 0.00 | Opening Balance Bank 4 | 0.00 | |
| Payments in current | 71094.31 | | | |
| Cash Book Closing Balance | | | | 160122.21 |

General Reserves 50000.00

Earmarked Reserves

| | | | |
|--|----------|------------------------|----------|
| Subcontracting for grass,litter,bins etc | 13750.00 | Computer | 0.00 |
| Elections (2022) | 3850.00 | Play area improvements | 4000.00 |
| Parks equipment | 3000.00 | Parking | 1500.00 |
| South Street Park Millenium Garden | 500.00 | Water (South St) | 2250.00 |
| Market Place trading | 500.00 | Water at Market Place | 2250.00 |
| Market Place layout | 1000.00 | Cemetery | 0.00 |
| Sports Field fencing | 1500.00 | New Cemetery | 6000.00 |
| Sports ground toilet refurbishment | 2000.00 | Church Ground Trees | 720.00 |
| Sports and Social Club Bldg Upgrade | 5500.00 | Handyman Equipment | 2000.00 |
| Other buildings | 1500.00 | | |
| Town Hall | 0.00 | 2022 balance from ER | 1943.00 |
| Fire Station | 0.00 | | |
| Cornhill Resurfacing | 1500.00 | | |
| Tree Maint - Sports Field | 2000.00 | Cash Reserves | 47900.63 |
| Tree Maint - Parks | 1500.00 | | |



Budget Report - Income

Current Financial Year Ending 31/03/2024

Financial Period 01/04/2023 to 30/09/2023

This report is based on Payment Date

| Details | Year 2022/23 | | Financial Year Ending 31/03/2024 | | | | | | Variation | |
|------------------------------|--------------|--------|----------------------------------|---------------|-------------|------------|----------|---------------|---------------|----------|
| | Budget | Actual | Budget | Q1 Actual | Q2 Actual | Q3 Actual | Actual | YTD | £ | % |
| Income: General | | | | | | | | | | |
| Precept | 0 | 93900 | 109886 | 109886 | 0 | 0 | 0 | 109886 | 0 | 0.00 |
| Cemetery Income | 6565 | 3100 | 3000 | 1170 | 1960 | 200 | 0 | 3330 | 330 | 11.00 |
| Allotment Income | 625 | 350 | 420 | 45 | 0 | 15 | 0 | 60 | -360 | -85.71 |
| Market Rents | 2837 | 1000 | 3000 | 355 | 786 | 52 | 0 | 1193 | -1807 | -60.24 |
| Caistor Sports & Social Club | 1563 | 312 | 2412 | 577 | 525 | 175 | 0 | 1277 | -1135 | -47.06 |
| WLDC Street Cleaning | 2808 | 1404 | 2292 | 1146 | 1225 | 0 | 0 | 2371 | 79 | 3.47 |
| Grass Cutting | 1545 | 0 | 1623 | 0 | 0 | 0 | 0 | 0 | -1623 | ? |
| Grants | 0 | 2665 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100.00 |
| VAT Reclaimable | 13935 | 0 | 0 | 3601 | 0 | 0 | 0 | 3601 | -3601 | 100.00 |
| Miscellaneous Income | 3294 | | 150 | 2618 | 1502 | 0 | 0 | 4121 | -3971 | ? |
| Town Hall | | | 520 | 0 | 520 | 0 | 0 | 520 | 0 | 0.01 |
| Magazine Advertising | | | 1000 | 0 | 0 | 0 | 0 | 0 | -1000 | ? |
| CIL income | | | 0 | 1555 | 0 | 0 | 0 | 1555 | 1555 | 100.00 |
| Income: General | Total | | 124303 | 120953 | 6519 | 442 | 0 | 127914 | -11532 | 3 |
| | Total | | 124303 | 120953 | 6519 | 442 | 0 | 127914 | -11532 | 3 |



Budget Report - Expenditure

Current Financial Year Ending 31/03/2024

Financial Period 01/04/2023 to 30/09/2023

This report is based on Payment Date

| Details | Year 2022/23 | | Financial Year Ending 31/03/2024 | | | | | | Variation | |
|--------------------------------------|--------------|--------|----------------------------------|-----------|-----------|-----------|--------|-------|-----------|------|
| | Budget | Actual | Budget | Q1 Actual | Q2 Actual | Q3 Actual | Actual | YTD | £ | % |
| | | | | | | | | | | |
| Expense: General | | | | | | | | | | |
| Salaries | 19285 | 27800 | 29320 | 6340 | 8732 | 0 | 0 | 15072 | 14248 | -49 |
| PAYE & NI | 628 | 2600 | 2400 | 2298 | 3457 | 0 | 0 | 5755 | -3355 | 140 |
| Staff Travel & Benefits | 0 | 0 | 100 | 8 | 68 | 0 | 0 | 77 | 23 | -23 |
| Contractors | 16404 | 11570 | 15000 | 3888 | 0 | 0 | 0 | 3888 | 11112 | -74 |
| Other Staff Expenses | 49 | 0 | 100 | 0 | 0 | 0 | 0 | 0 | 100 | -100 |
| General Office | 804 | 1000 | 1000 | 121 | 407 | 0 | 0 | 528 | 472 | -47 |
| Hall Hire | 300 | 0 | 720 | 44 | 150 | 0 | 0 | 194 | 526 | -73 |
| Insurance | 3428 | 3535 | 3500 | 0 | 3526 | 0 | 0 | 3526 | -26 | 1 |
| Audit | 760 | 850 | 780 | 200 | 420 | 0 | 0 | 620 | 160 | -21 |
| Subscriptions | 598 | 500 | 535 | 0 | 0 | 0 | 0 | 0 | 535 | -100 |
| Training | 155 | 500 | 390 | 0 | 130 | 0 | 0 | 130 | 260 | -67 |
| Election | 0 | 0 | 0 | 0 | 190 | 0 | 0 | 190 | -190 | 100 |
| Mayor Allowance | 0 | 0 | 350 | 0 | 17 | 0 | 0 | 17 | 333 | -95 |
| Professional Fees | 46 | 1000 | 500 | 95 | 0 | 0 | 0 | 95 | 405 | -81 |
| Legal Fees | 5824 | 0 | 500 | 200 | 0 | 0 | 0 | 200 | 300 | -60 |
| Amenity Cut | 2758 | 4100 | 7400 | 4500 | 929 | 0 | 0 | 5429 | 1971 | -27 |
| Public Rights of Way | 0 | 550 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 |
| Parks | 1134 | 3000 | 3000 | 0 | 2765 | 0 | 0 | 2765 | 235 | -8 |
| Sportsground | 2302 | 3000 | 4000 | 900 | 1300 | 0 | 0 | 2200 | 1800 | -45 |
| Cemeteries/Church | 1395 | 2000 | 4500 | 1470 | 889 | 0 | 0 | 2359 | 2141 | -48 |
| Allotments | 0 | 300 | 250 | 0 | 0 | 0 | 0 | 0 | 250 | -100 |
| Market | 0 | 0 | 250 | 0 | 0 | 0 | 0 | 0 | 250 | -100 |
| Community Orchard | 78 | 160 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 |
| Cemetery records management | 50 | 5000 | 2450 | 0 | 499 | 0 | 0 | 499 | 1951 | -80 |
| Community Events | 10511 | 5000 | 1500 | 494 | 0 | 0 | 0 | 494 | 1006 | -67 |
| Telephone & Broadband | 671 | 900 | 930 | 198 | 202 | 18 | 0 | 417 | 513 | -55 |
| Electricity - Market Place LN7 6TU | 113 | 50 | 260 | 25 | 37 | 211 | 0 | 274 | -13 | 5 |
| Electricity - South Street Park | 170 | 0 | 600 | 61 | 242 | 38 | 0 | 341 | 259 | -43 |
| Electricity - Market Place LN7 6TL | 67 | 0 | 150 | 0 | 0 | 0 | 0 | 0 | 150 | -100 |
| Electricity - Sports Ground | 184 | 0 | 600 | 134 | 85 | 34 | 0 | 253 | 347 | -58 |
| | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 |
| Church trees | 0 | 0 | 780 | 0 | 0 | 0 | 0 | 0 | 780 | -100 |
| Water: Sports Ground | 151 | 50 | 300 | 41 | 51 | 0 | 0 | 92 | 208 | -69 |
| Water: Cemetery | 42 | 0 | 50 | 14 | 22 | 0 | 0 | 36 | 14 | -28 |
| Water: Allotments | 0 | 0 | 75 | 16 | 63 | 0 | 0 | 79 | -4 | 6 |
| Play Park Refurbishment | 0 | 500 | 1000 | 0 | 2171 | 0 | 0 | 2171 | -1171 | 117 |
| Caistor Sports & Social Club | 2533 | 3500 | 1000 | 0 | 0 | 0 | 0 | 0 | 1000 | -100 |
| Town Hall | 39 | 2500 | 6000 | 149 | 132 | 0 | 0 | 281 | 5719 | -95 |
| Civic | 0 | 500 | 500 | 0 | 0 | 0 | 0 | 0 | 500 | -100 |
| Equipment | 3083 | 500 | 750 | 222 | 803 | 0 | 0 | 1025 | -275 | 37 |
| Market Place | 908 | 500 | 1000 | 0 | 0 | 0 | 0 | 0 | 1000 | -100 |
| Gritting & Snow Clearance | 2150 | 2500 | 450 | 0 | 0 | 0 | 0 | 0 | 450 | -100 |
| CCTV | 0 | 3000 | 1500 | 0 | 0 | 0 | 0 | 0 | 1500 | -100 |
| Contingency | 0 | 1200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 |
| Grants & Donations | | | 15000 | 12600 | 0 | 0 | 0 | 12600 | 2400 | -16 |
| Project: Town Hall Car Park Makeover | | | 500 | 0 | 0 | 0 | 0 | 0 | 500 | -100 |
| Neighbourplan Review | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 |
| Office repair | | | 2500 | 2500 | 7 | 0 | 0 | 2507 | -8 | 0 |
| Old fire station | | | 2400 | 2400 | 0 | 0 | 0 | 2400 | 0 | 0 |
| Kings coronation | | | 2000 | 2000 | 0 | 0 | 0 | 2000 | 0 | 0 |



Budget Report - Expenditure

Current Financial Year Ending 31/03/2024

Financial Period 01/04/2023 to 30/09/2023

This report is based on Payment Date

| Details | Year 2022/23 | | Financial Year Ending 31/03/2024 | | | | | | | Variation | |
|-------------------------------|------------------|--------|----------------------------------|-----------|-----------|-----------|--------|-------|-------|-----------|-----|
| | Budget | Actual | Budget | Q1 Actual | Q2 Actual | Q3 Actual | Actual | YTD | £ | % | |
| | Pension payments | | | 0 | 755 | 1325 | 0 | 0 | 2080 | -2080 | 100 |
| Expense: General Total | | | 117390 | 41674 | 29120 | 301 | 0 | 71094 | 46296 | -39 | |
| Total | | | 117390 | 41674 | 29120 | 301 | 0 | 71094 | 46296 | -39 | |



Budget Report - Expenditure

Current Financial Year Ending 31/03/2024

Financial Period 01/04/2023 to 30/09/2023

This report is based on Payment Date

| Details | Year 2022/23 | | Financial Year Ending 31/03/2024 | | | | | | Variation | |
|--------------------------------------|--------------|--------|----------------------------------|-----------|-----------|-----------|--------|-------|-----------|------|
| | Budget | Actual | Budget | Q1 Actual | Q2 Actual | Q3 Actual | Actual | YTD | £ | % |
| | | | | | | | | | | |
| Expense: General | | | | | | | | | | |
| Salaries | 19285 | 27800 | 29320 | 6340 | 8732 | 0 | 0 | 15072 | 14248 | -49 |
| PAYE & NI | 628 | 2600 | 2400 | 2298 | 3457 | 0 | 0 | 5755 | -3355 | 140 |
| Staff Travel & Benefits | 0 | 0 | 100 | 8 | 68 | 0 | 0 | 77 | 23 | -23 |
| Contractors | 16404 | 11570 | 15000 | 3888 | 0 | 0 | 0 | 3888 | 11112 | -74 |
| Other Staff Expenses | 49 | 0 | 100 | 0 | 0 | 0 | 0 | 0 | 100 | -100 |
| General Office | 804 | 1000 | 1000 | 121 | 407 | 0 | 0 | 528 | 472 | -47 |
| Hall Hire | 300 | 0 | 720 | 44 | 150 | 0 | 0 | 194 | 526 | -73 |
| Insurance | 3428 | 3535 | 3500 | 0 | 3526 | 0 | 0 | 3526 | -26 | 1 |
| Audit | 760 | 850 | 780 | 200 | 420 | 0 | 0 | 620 | 160 | -21 |
| Subscriptions | 598 | 500 | 535 | 0 | 0 | 0 | 0 | 0 | 535 | -100 |
| Training | 155 | 500 | 390 | 0 | 130 | 0 | 0 | 130 | 260 | -67 |
| Election | 0 | 0 | 0 | 0 | 190 | 0 | 0 | 190 | -190 | 100 |
| Mayor Allowance | 0 | 0 | 350 | 0 | 17 | 0 | 0 | 17 | 333 | -95 |
| Professional Fees | 46 | 1000 | 500 | 95 | 0 | 0 | 0 | 95 | 405 | -81 |
| Legal Fees | 5824 | 0 | 500 | 200 | 0 | 0 | 0 | 200 | 300 | -60 |
| Amenity Cut | 2758 | 4100 | 7400 | 4500 | 929 | 0 | 0 | 5429 | 1971 | -27 |
| Public Rights of Way | 0 | 550 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 |
| Parks | 1134 | 3000 | 3000 | 0 | 2765 | 0 | 0 | 2765 | 235 | -8 |
| Sportsground | 2302 | 3000 | 4000 | 900 | 1300 | 0 | 0 | 2200 | 1800 | -45 |
| Cemeteries/Church | 1395 | 2000 | 4500 | 1470 | 889 | 0 | 0 | 2359 | 2141 | -48 |
| Allotments | 0 | 300 | 250 | 0 | 0 | 0 | 0 | 0 | 250 | -100 |
| Market | 0 | 0 | 250 | 0 | 0 | 0 | 0 | 0 | 250 | -100 |
| Community Orchard | 78 | 160 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 |
| Cemetery records management | 50 | 5000 | 2450 | 0 | 499 | 0 | 0 | 499 | 1951 | -80 |
| Community Events | 10511 | 5000 | 1500 | 494 | 0 | 0 | 0 | 494 | 1006 | -67 |
| Telephone & Broadband | 671 | 900 | 930 | 198 | 202 | 18 | 0 | 417 | 513 | -55 |
| Electricity - Market Place LN7 6TU | 113 | 50 | 260 | 25 | 37 | 211 | 0 | 274 | -13 | 5 |
| Electricity - South Street Park | 170 | 0 | 600 | 61 | 242 | 38 | 0 | 341 | 259 | -43 |
| Electricity - Market Place LN7 6TL | 67 | 0 | 150 | 0 | 0 | 0 | 0 | 0 | 150 | -100 |
| Electricity - Sports Ground | 184 | 0 | 600 | 134 | 85 | 34 | 0 | 253 | 347 | -58 |
| | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 |
| Church trees | 0 | 0 | 780 | 0 | 0 | 0 | 0 | 0 | 780 | -100 |
| Water: Sports Ground | 151 | 50 | 300 | 41 | 51 | 0 | 0 | 92 | 208 | -69 |
| Water: Cemetery | 42 | 0 | 50 | 14 | 22 | 0 | 0 | 36 | 14 | -28 |
| Water: Allotments | 0 | 0 | 75 | 16 | 63 | 0 | 0 | 79 | -4 | 6 |
| Play Park Refurbishment | 0 | 500 | 1000 | 0 | 2171 | 0 | 0 | 2171 | -1171 | 117 |
| Caistor Sports & Social Club | 2533 | 3500 | 1000 | 0 | 0 | 0 | 0 | 0 | 1000 | -100 |
| Town Hall | 39 | 2500 | 6000 | 149 | 132 | 0 | 0 | 281 | 5719 | -95 |
| Civic | 0 | 500 | 500 | 0 | 0 | 0 | 0 | 0 | 500 | -100 |
| Equipment | 3083 | 500 | 750 | 222 | 803 | 0 | 0 | 1025 | -275 | 37 |
| Market Place | 908 | 500 | 1000 | 0 | 0 | 0 | 0 | 0 | 1000 | -100 |
| Gritting & Snow Clearance | 2150 | 2500 | 450 | 0 | 0 | 0 | 0 | 0 | 450 | -100 |
| CCTV | 0 | 3000 | 1500 | 0 | 0 | 0 | 0 | 0 | 1500 | -100 |
| Contingency | 0 | 1200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 |
| Grants & Donations | | | 15000 | 12600 | 0 | 0 | 0 | 12600 | 2400 | -16 |
| Project: Town Hall Car Park Makeover | | | 500 | 0 | 0 | 0 | 0 | 0 | 500 | -100 |
| Neighbourplan Review | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 100 |
| Office repair | | | 2500 | 2500 | 7 | 0 | 0 | 2507 | -8 | 0 |
| Old fire station | | | 2400 | 2400 | 0 | 0 | 0 | 2400 | 0 | 0 |
| Kings coronation | | | 2000 | 2000 | 0 | 0 | 0 | 2000 | 0 | 0 |



Budget Report - Expenditure

Current Financial Year Ending 31/03/2024

Financial Period 01/04/2023 to 30/09/2023

This report is based on Payment Date

| Details | Year 2022/23 | | Financial Year Ending 31/03/2024 | | | | | | | Variation | |
|-------------------------------|------------------|--------|----------------------------------|-----------|-----------|-----------|--------|-------|-------|-----------|-----|
| | Budget | Actual | Budget | Q1 Actual | Q2 Actual | Q3 Actual | Actual | YTD | £ | % | |
| | Pension payments | | | 0 | 755 | 1325 | 0 | 0 | 2080 | -2080 | 100 |
| Expense: General Total | | | 117390 | 41674 | 29120 | 301 | 0 | 71094 | 46296 | -39 | |
| Total | | | 117390 | 41674 | 29120 | 301 | 0 | 71094 | 46296 | -39 | |



Schedule of Payments

| Invoice Date | Invoice Ref | Supplier/Payee | Details | VAT | Total Payment | | |
|--------------|-------------|--|---|--------|---------------|--------------------------|--------------------------|
| 07/09/2023 | 1214 | C R Hansard Ltd | Fuel (Estates) | | | | |
| 07/09/2023 | 1215 | [REDACTED] | Expense Claim | 5.77 | 34.63 | <input type="checkbox"/> | <input type="checkbox"/> |
| 07/09/2023 | 1216 | Mike Gilliatt Garden Maintenance | Chruchyard and congregational grass cutting (cuts 12,13,14,15,16) | 0.00 | 16.99 | <input type="checkbox"/> | <input type="checkbox"/> |
| 19/09/2023 | 1222 | E-Qulp (Rasen) Ltd | Hooks for cemetery | | 1050.00 | <input type="checkbox"/> | <input type="checkbox"/> |
| 20/09/2023 | 1225 | Society of local council clerks (SLCC) | SLCC membership subscription fee | 0.79 | 4.75 | <input type="checkbox"/> | <input type="checkbox"/> |
| 25/09/2023 | 1226 | [REDACTED] | Bank Payment: Salaries | 0.00 | 236.00 | <input type="checkbox"/> | <input type="checkbox"/> |
| 25/09/2023 | 1227 | [REDACTED] | Bank Payment: Salaries | 0.00 | 1900.39 | <input type="checkbox"/> | <input type="checkbox"/> |
| 25/09/2023 | 1228 | [REDACTED] | Bank Payment: Salaries | 0.00 | 998.11 | <input type="checkbox"/> | <input type="checkbox"/> |
| 25/09/2023 | 1229 | HMRC | Bank Payment: PAYE & NI | 0.00 | 145.84 | <input type="checkbox"/> | <input type="checkbox"/> |
| 25/09/2023 | 1230 | NEST | Bank Payment: Pension payments | 0.00 | 1212.96 | <input type="checkbox"/> | <input type="checkbox"/> |
| 25/09/2023 | 1231 | Tamar Telecom | Bank Payment: Telephone & Broadband | 0.00 | 450.89 | <input type="checkbox"/> | <input type="checkbox"/> |
| 26/09/2023 | 1232 | BT | Bank Payment: Telephone & Broadband | 1.10 | 6.60 | <input type="checkbox"/> | <input type="checkbox"/> |
| 27/09/2023 | 1233 | Jake Garden Care (Dyne Group) | Grass cutting - visit 12 19.09.2023 | 8.83 | 52.98 | <input type="checkbox"/> | <input type="checkbox"/> |
| 29/09/2023 | 1234 | Viking | Extension lead, laptop risers and various stationery | 180.00 | 1080.00 | <input type="checkbox"/> | <input type="checkbox"/> |
| 29/09/2023 | 1235 | DIY play | Bank Payment: Play Park Refurbishment | 11.91 | 71.48 | <input type="checkbox"/> | <input type="checkbox"/> |
| 02/10/2023 | 1236 | Three Mobile | Bank Payment: Telephone & Broadband | 6.63 | 39.80 | <input type="checkbox"/> | <input type="checkbox"/> |
| 02/10/2023 | 1237 | Opus Energy | Bank Payment: Electricity - Market Place LN7 6TU | 3.00 | 18.00 | <input type="checkbox"/> | <input type="checkbox"/> |
| 02/10/2023 | 1238 | Opus Energy | Bank Payment: Electricity - South Street Park | 10.66 | 211.21 | <input type="checkbox"/> | <input type="checkbox"/> |
| 02/10/2023 | 1239 | Opus Energy | Bank Payment: Electricity - Sports Ground | 1.79 | 37.66 | <input type="checkbox"/> | <input type="checkbox"/> |
| 04/10/2023 | 1240 | Jake Garden Care (Dyne Group) | Grass cutting 3.10.23 visit 13 | 1.62 | 33.95 | <input type="checkbox"/> | <input type="checkbox"/> |
| 04/10/2023 | 1241 | C R Hansard Ltd | | 180.00 | 1080.00 | <input type="checkbox"/> | <input type="checkbox"/> |
| 05/10/2023 | 1242 | Caistor Farm & Garden Machinery | Strim line | 3.56 | 21.34 | <input type="checkbox"/> | <input type="checkbox"/> |
| 05/10/2023 | 1243 | Caistor Farm & Garden Machinery | Stihl HL94CE long reach hedge trimmer | 4.00 | 24.00 | <input type="checkbox"/> | <input type="checkbox"/> |
| 05/10/2023 | 1244 | [REDACTED] | Expense Claim | 126.00 | 756.00 | <input type="checkbox"/> | <input type="checkbox"/> |
| 05/10/2023 | 1245 | [REDACTED] | Expense Claim | | 2.10 | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | 25.00 | <input type="checkbox"/> | <input type="checkbox"/> |

TOTAL: 9510.68

Authorised Signatory

Authorised Signatory

Minute Ref

Print Name

Print Name

Date

Date



Minutes of the Caistor Town Council Estates Committee held at 7.00pm at the Caistor Town Hall on 26 September 2023

Present: Cllr S. Davey (Chair), Cllr P. Richardson, Cllr M. Galligan, Cllr S. Hodson, Cllr A. Somerscales,
In Attendance: Cllr A. Clark, Kim Hodson,
Members of public present: 1

1. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1) - Ref: 2297

Apologies received from Cllr Wright for personal reasons - reasons accepted

2. To receive declarations of interest and requests for dispensations in relation to agenda items and to consider granting requests for dispensations - Ref: 2298

Cllr Davey declared an interest in agenda item 6.

3. Public participation - 10 minutes - items raised which are not on the agenda will be referred to a later meeting, if appropriate - Ref: 2299

A member of the public raised the issue of damp in the clerks office.

4. To approve the draft minutes of the Estates Committee meeting on 22nd Aug 2023 - Ref: 2300

RESOLVED that the draft minutes of the meeting held on 22nd August 2023 be approved as a true record of the meeting and signed by the Chair.

Proposed: Cllr S. Hodson Seconder: Cllr A. Somerscales All in favour

5. To receive an update from Estates Operative on work completed and capacity - Ref: 2301

Kim Hodson noted that in addition to his regular bins, litter picking and sweeping, he had also: put the post in for the watering cans at the cemetery, cleaned and oiled the good bench ready to move replace the rotten one which will be removed this week; cut the hedge in the cemetery; grass on the cut through from Navi Lane to N. Kelsey Rd; cut back the permissive on Brigg Rd; repaired some of the fencing on South St park; strimmed around the tennis courts; strimmed plot 11 at the allotments ready to let out. It was noted that Kim is on holiday next week and WLDC can't provide cover for the bin emptying. RESOLVED SH would put the green bins out at the cemetery on Sunday; to try to source volunteers or contractors to cover the bin emptying for next week.

Proposed: Cllr S. Hodson Seconder: Cllr S. Davey All in favour

6. Caistor Sports and Social Club - Ref: 2302

Cllr Davey left the room. Cllr Hodson assumed Chair.

a. To review the quotes for the replacement windows at the cricket pavilion and agree next steps - Ref: 2303

It was noted that 3 large and 2 small double glazed units had blown in the bar area of the club; the planned budget for CS&SC for this year is up to £1000, but the lease brings in additional money and there is £5500 in earmarked reserves, but this was earmarked for a waste issue. Quotes had been received from 2 contractors. One included toughened glass and was slightly more expensive.

RESOLVED to accept the quote from Sunnyview Windows for £875 +VAT.

b. To receive an update on the boiler and agree any next steps - Ref: 2304

It was noted that the boiler at CS&SC had been damaged due to water ingress by the flue. Emergency plumbers has visited and established that the fan and possibly the circuit board are damaged. Estimate for this and work completed so far was £800. It was also noted that the current boiler at CS&SC is not powerful enough for the size of the building and there are heating issues. The cost of a replacement boiler is estimated iro £5 -10k. It was noted that there is no money in the budget this year to get the boiler replaced but CTC should allocate funds to get it replaced next year.

RESOLVED to get the boiler fixed and agree with full council to allocate funds to replace the boiler next

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



financial year.

It was noted that the cost of the windows and boiler repair exceed the £1000 in this years budget and full council would need to approve the overspend.

Cllr Davey returned to the room and resumed as Chair.

Proposed: Cllr M. Galligan Seconder: Cllr S. Hodson All in favour

7. Allotments - Ref: 2305

a. To review the appointment of an allotment rep and agree any next steps - Ref: 2306

It was noted that the allotment holders have proposed Linda Milner as their representative.

No next steps were considered necessary at this stage.

b. To review the proposed solutions and quotes for the allotment steps and agree next steps - Ref: 2307

It was noted that: 4 contractors were approached to quote for the steps, only 2 agreed to quote; the contractors have suggested very different solutions; one solution is to construct a new formwork to shutter concrete staircase on site with total cost of £8206 +VAT; the other quote is to use concrete slabs to build the steps, total cost £2740.66; both quotes involved building steps 900mm wide, and 300m wide, creating a longer and shallower set of steps, moving the water tap if necessary.

It was noted that there is only £250 in the budget for the allotments this year.

RESOLVED to ask full council to accept an overspend to the budget for the allotment steps and if approved, accept the quote for £2740.

Proposed: Cllr A. Somerscales Seconder: Cllr P. Richardson All in favour

8. Town Hall - Ref: 2308

It was noted that the town hall management committee have invited CTC to attend their meetings. The next is 24th October. It was agreed that Cllrs Davey and Hodson will attend.

a. To receive an update on the town hall roof and agree next steps - Ref: 2309

It was noted that the grant application to WLDC for the roof repair had been successful and the contractor is looking to start in the second half of October - weather dependent.

b. To consider the proposals for investigating and repairing the floor in the boiler room at the town hall and agree next steps - Ref: 2310

It was noted that an initial investigation had been completed using an endoscopic camera; this resulted in a small section of the floor being cut away to create a larger area to asses the damage. The floor supports and joists have completely rotted away in the corner and the joist nearest the wall has also cracked part way along. We have received one quote for removing the floorboards and replacing the damaged decayed joists and supports.

RESOLVED to strive to get quotes from at least 2 other joiners to repair the damage.

Proposed: Cllr S. Davey Seconder: Cllr A. Somerscales All in favour

9. To receive an update on work completed/outstanding at the play areas and agree any next steps - Ref: 2311

All of the critical issues on the play areas have now been repaired, with the exception of some worn shackles/bushes where the report is unclear and the wetpour repairs. Cllr Hodson noted that he will start the wetpour repairs over the next few weeks and monitor how effective they are. It was noted that the picnic bench in the sports field has been damaged further; and the see saw could do with a replacement seat the other end. RESOLVED to replace the damaged picnic bench at the sports field with one from South St park (Cllrs Somerscales, Hodson and Kim); and to purchase another replacement see saw seat.

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

10. To consider the additional equipment required for estates and agree next steps - Ref: 2312

It was noted that a long reach hedge trimmer and harness are needed; 4 quotes had been obtained; there is £658 left in the budget for equipment and the unused equipment sold for £900.

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



RESOLVED to allocate a budget of £1000 to purchase the hedge trimmer and a harness for it; Cllr Hodson to source (locally if possible).

Proposed: Cllr S. Davey Seconder: Cllr M. Galligan All in favour

11. To review progress made with the cemetery railings and agree how to proceed - Ref: 2313

Noted that the original contractor has been making progress; he under estimated the work involved, and is trying to fit it in evenings and weekends; both sides of the railings are now coated in red oxide with the gates and front railings left to do; his plan is to finish the grinding and red oxide by 1st October and the painting by 8th October. Several other quotes have been obtained for finishing the job ranging from £3750 to £5000.

RESOLVED to let the original contractor finish the job.

Proposed: Cllr A. Somerscales Seconder: Cllr M. Galligan All in favour

12. To consider grass cutting requirements for 2023-24 and agree timescales, budget and process - Ref: 2314

Current costs for grass cutting were noted. It was also noted that the current contractor for Churchyard and congregational church does not want to quote next year; and that the cemetery is currently cut by estates operative but it is a long job and he has to fit it in around other mandatory daily tasks.

RESOLVED to contact several contractors and ask them to quote for the entire grass cutting contract.

Proposed: Cllr S. Hodson Seconder: Cllr M. Galligan All in favour

13. To consider projects/maintenance/repairs and potential budget required for Caistor assets for 2024.25 - Ref: 2315

It was noted that there are many town council assets which will need maintenance or repair work in the next financial year and that the cost of these projects should help inform the budget requirements for next year.

RESOLVED that all members of the Estates committee would submit project outlines and estimated costs to the clerk by 6th October.

Proposed: Cllr S. Davey Seconder: Cllr S. Hodson All in favour

Meeting closed at 21:15pm



Public Tracking Report

| | | |
|---|-------------------|----------------------------|
| 2-4 Market Place | Ref: 15589 | Created: 22/06/2023 |
| Cemetery Gates and Railings | Ref: 20701 | Created: 16/08/2022 |
| Town Hall - leaking gutter and damp from leaking roof March/April 2023 | Ref: 22063 | Created: 22/03/2023 |
| Church Trees overhanging Fountain St | Ref: 22219 | Created: 01/06/2023 |
| CS&SC repairs and maintenance | Ref: 24321 | Created: 10/08/2023 |
| Cemetery - Epitaph cemetery management and Pear mapping | Ref: 24326 | Created: 23/08/2023 |
| Accompanied play area inspection | Ref: 24328 | Created: 24/08/2023 |
| Allotment Steps | Ref: 24335 | Created: 29/08/2023 |
| Town Hall boiler room floor | Ref: 24341 | Created: 29/09/2023 |



Caistor Town Council

RESERVES POLICY

Caistor Town Council is required to maintain adequate financial reserves to meet the needs of the organisation. The purpose of this policy is to set out how the Council will determine and review the level of reserves.

Sections 32 and 43 of the Local Government Finance Act 1992 require local authorities to have regard to the level of reserves needed for meeting estimated future expenditure. The Governance and Accountability for Smaller Authorities in England. A Practitioners Guide March 2023 section 5.30 advises all reserves should be reviewed and justified regularly (i.e. at least annually). ~~However, there is no specified minimum level of reserves that an authority should hold and it~~ is the responsibility of the Responsible Financial Officer to advise the Council about the level of reserves and to ensure that there are procedures for their establishment and use.

Types Of Reserves

Reserves can be categorised as earmarked or general.

Earmarked reserves must be held for genuine and identifiable purposes and projects, and their level should be subject to regular review and justification (at least annually and at budget setting) and can be held for ~~can be held for several reasons:~~

- Renewals – to plan and finance an effective programme of new facilities and services, replacement and planned property and land maintenance. These reserves are a mechanism to smooth expenditure so that a sensible programme can be achieved without the need to vary budgets.
- Carry forward of underspend – where some expenditure to projects cannot be spent in the budget year. Reserves are used as a mechanism to carry forward these resources.
- Insurance reserve – to enable the Council to meet the excesses of claims not covered by insurance.

Other earmarked reserves may be set up from time to time to meet known or predicted liabilities.

General reserves ~~are funds which do not have any restrictions as to their use. of an authority comprises its cash flow and contingency funds to cover unexpected inflation, unforeseen events and unusual circumstances~~ ~~These reserves can be used to smooth the~~

~~impact of uneven cash flows, offset the budget requirement if necessary or can be held in case of unexpected events or emergencies.~~

Earmarked Reserves

Earmarked reserves will be established on a “needs” basis, in line with anticipated requirements.

Any decision to set up a reserve must be given by the Council.

Expenditure from reserves can only be authorised by the Council.

Reserves should not be held to fund ongoing expenditure. This would be unsustainable as, at some point, the reserves would be exhausted. To the extent that reserves are used to meet short term funding gaps, they must be replenished in the following year. However, earmarked reserves that have been used to meet a specific liability would not need to be replenished, having served the purpose for which they were originally established.

All earmarked reserves are recorded on a central schedule held by the Responsible Financial Officer which lists the various earmarked reserves and the purpose for which they are held.

Reviewing the Council’s Financial Risk Assessment is part of the budgeting and year end accounting procedures and identifies planned and unplanned expenditure items and thereby indicates an appropriate level of Reserves.

General Reserves

~~The generally accepted recommendation with regard to the appropriate minimum level of a smaller authority’s general reserve is that this should be maintained at between three and twelve months of net revenue expenditure. The reason for the wide range is to cater for the large variation in activity level between individual authorities. The smaller the authority, the closer the figure may be to 12 months expenditure, the larger the authority, the nearer to 3 months. In practice, any authority with income and expenditure in excess of £200,000 should plan towards 3 months equivalent general reserve. The level of general reserves is a matter of judgement and so this policy does not attempt to prescribe a blanket level.~~ The primary means of building general reserves will be through an allocation from the annual budget. This will be in addition to any amounts needed to replenish reserves that have been consumed in the previous year.

Setting the level of general reserves is one of several related decisions in the formulation of the medium term financial strategy and the annual budget. The Council must build and maintain sufficient working balances to cover the key risks it faces, as expressed in its financial risk assessment.

If in extreme circumstances general reserves were exhausted due to major unforeseen spending pressures within a particular financial year, the Council would be able to draw down from its earmarked reserves to provide short term resources.

Current Level Of Reserves

The level of financial reserves held by the council will be agreed by the council during the discussions held regarding the setting of the budget for the next financial year and year end accounting procedures.

The current level of general reserves to be held by the council is around 5040% of the ~~annual precepted figure, i.e. to cover six months expenditure~~ council's net revenue expenditure.



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Marshall's Yard
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Lincolnshire DN21 2NA
Telephone 01427 676676
Web www.west-lindsey.gov.uk

Clerk to Caistor Town Council
14 High Street
Caistor
Market Rasen
LN7 6TX

Your contact for this matter is:

Daniel Galpin
daniel.galpin@west-lindsey.gov.uk

12 September 2023

Dear Sir/Madam

APPLICATION REFERENCE NO: 147212

PROPOSAL: 90 day consultation for removal of 2no. public payphones

LOCATION: Payphones Gainsborough & District

APPLICATION TYPE: Written Enquiry

APPLICATION CATEGORY: Not Required on PS1/2 Returns

Please find attached the documents relating to the above as these will not be available on our website.

Please make your observations by filling in the attached pro-forma and returning it to me **within 28 days of the date of this letter**. I would advise you to keep a copy for your records.

If you do not reply within 28 days of the date of this letter I will assume that your Council has no observations to make.

Yours faithfully

Daniel Galpin
On behalf of West Lindsey District Council

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Planning Services Feedback

We value your opinion on our service, as your comments will help us to make improvements. Please visit our website where you may either make your comments online or download our feedback form to fill in and post back: www.west-lindsey.gov.uk/planning

WEST LINDSEY DISTRICT COUNCIL
PLANNING APPLICATION – PARISH/TOWN COUNCIL OBSERVATIONS

12 September 2023

Application Ref No. : 147212

Location : Payphones Gainsborough & District

Proposal : 90 day consultation for removal of 2no. public payphones

My Council has no comments _____ (please tick)

OR

My Council has the following comments/objections to make on the proposal:

Signed Date

For Gainsborough Parish/Town Council

Please return form within 28 days of the date given in the heading, to the
Development Management & Local Plans Manager, West Lindsey District Council,
Guildhall, Marshall's Yard, Gainsborough, Lincs DN21 2NA.

| Ref. | Call box ID | Address | Post Code | Relevant Public Body | Removal proposal sent | Representation period ends | Mobile coverage | | | | Mobile Coverage OK? | Total calls (last 12 months) | Helpline calls (last 12 months) | High frequency accident location | High frequency suicide location | BT Evidence of other reasonable need |
|------|-------------|--|-----------|-----------------------|-----------------------|----------------------------|-----------------|-------|------|----------|---------------------|------------------------------|--|--|---|--------------------------------------|
| | | | | | | | EE | Three | O2 | Vodafone | | | | | | |
| | | | | | | | EE | Three | O2 | Vodafone | | <52 calls | <12 calls or Helplines Partnership approve | No pattern of serious accidents in close proximity | Not identified by Helplines Partnership | No other evidence |
| 1 | 01427612378 | PCO PC01 LEA ROAD GAINSBOROUGH | DN21 1AF | West Lindsey District | 04/08/2023 | 02/11/2023 | GOOD | GOOD | GOOD | GOOD | YES | 26 | 0 | 0 | 0 | 0 |
| 2 | 01472851411 | PCO PC01 MARKET PLACE CAISTOR MARKET RASEN | LN7 6QE | West Lindsey District | 04/08/2023 | 02/11/2023 | GOOD | GOOD | GOOD | GOOD | YES | 9 | 0 | 0 | 0 | 0 |

Correspondence :

Email from resident 14th Sept 2023

Hi just a quick thought.

I attend the Bonfire Night celebrations at the park with my family every year.

However I often look at the huge crowd (possibly the largest of any Caistor event) and think if only there was a way of getting them to stay longer and spend more money whilst here.

I am aware the Chip Shop, Chinese and Pub do very well out of the crowd but that's all that's open.

Would it be an idea to hold an early Christmas Craft Market (most begin not long after) or maybe a Food Market in the market place with late night opening for shops if they wish, it could give an extra boost to them and the whole town?

All the best,

Redcated

LINCOLNSHIRE FIELDPATHS ASSOCIATION

For the preservation of Rights of Way in Lincolnshire

Since the Lincolnshire Fieldpaths Association was formed out of the previous Lincolnshire Fieldpaths Committee about 40 years ago, the state of the public rights of way in the county has been transformed, albeit there is a great deal more improvement needed. Public use and awareness of footpaths, bridleways and green lanes has increased and with it their usage. The highway authorities devote far more staff and attention to managing the rights of way, and some important improvements have been made to the laws under which they operate.

Over the same period the way we communicate in the modern world has been transformed by computerization and the internet. All these changes have made the way the LFA operates, and its original aims, rather obsolete. Most importantly, the primary problem we were formed to tackle, the obliteration of green lanes by ploughing out, which was once a serious problem has pretty much ceased. A combination of a better understanding of the law by both landowners and authorities (Forty years ago the highway authorities themselves were almost totally ignorant on the subject), interventions by successive national bodies, and changes in the way farmers receive public financial support, have all been partly responsible. Behind all of these changes has been public pressure. While national bodies, such as the Ramblers, the British Horse Society and the Byways and Bridleways Trust had a major influence, we in the LFA at the local level, can take pride in having been a very important influence. Most of the credit can be given to the late Major Brett Collier who was from its earliest days the mover and shaker of the LFA, as well as within the Lincolnshire Ramblers.

In recent years it has been more difficult to define our role. Thankfully, we no longer receive the flood of calls for help from people dismayed and distressed because a much loved local green lane is being obliterated before their eyes, as we once did. However, from those people we would attract some who, having learned how to defend their local right of way, wanted to join in and help others. This no longer happens. and we have not been recruiting new activists for a long time and we have decided to reduce further our activities. We will no longer be producing our twice yearly newsletter and as this was almost our only cost and for most members only benefit, we will not be asking for subscriptions.

The Association will remain in being however, with the current officers. We have sufficient funds in hand and we have an interest in a number of definitive map modification order applications which have still be to be resolved. You will all be aware of the ridiculously long backlog of uncompleted formal orders which Lincolnshire County Council has had lying on the table (or in some dusty filing cabinet?) for upwards of 30 years, in some cases. We are looking at making a "legacy" arrangement for these to ensure that they will continue to be pursued actively in the future.

The committee would like to thank the loyal support we have had over the years from you, and also to all the Parish Councils who have been members. I will be happy to hear from anyone who would like some help or advice over rights of way. I am currently still the chair of the Lincolnshire Local Access forum and may be able to help.

We can look back over the last 40 years now and see that the rights of way in the county are in a far better state of affairs now. When I first became aware of them, the great majority of paths in the

county were mere lines on a map. Try to use one and there was nothing to see, no sign post, no stiles, no dyke boards or bridges. They had been ploughed over regularly for years and never restored. Often the landowners claimed not to even know there was a public path there. When the county council started to erect signs (thanks to the 1980s Manpower Services Commission, which provided the labour) they often mysteriously disappeared within days.

We have come a very long way since then and should take pride in that, as should all of you who have given your support whether large or small. I would also like to thank my fellow committee members Colin and Miriam Smith, Chris Squires and Steph Slater. These are the people who have done the actual work of treasurer, secretary and membership secretary for many years.

Chris Padley. Chairman of the Association.

We first compiled the newsletter in Autumn 2015 and we have thoroughly enjoyed writing articles and putting the newsletters together. There is always plenty to write about the Lincolnshire countryside. We would like to send our best wishes and thank Miriam and Colin Smith for all their hard work, hosting meetings at their home and making shortbread biscuits for us. Finally we must thank Chris Padley for all his work behind the scenes, using his knowledge of so many rules and regulations to deal with so many complicated and long running problems with rights of way in Lincolnshire. His work meant that the LFA could continue the work of Brett Collier and make a real difference to the enjoyment of Lincolnshire's rights of way.

Steph Slater. Membership Secretary / Treasurer.



Guildhall
Marshall's Yard
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Your contact for this matter is:

Danielle Peck
danielle.peck@west-lindsey.gov.uk
01427 676642

20 September 2023

Clerk to Caistor Town Council

14 High Street
Caistor
Market Rasen
LN7 6TX

Dear Sir/Madam

APPLICATION REFERENCE NO: 146461

PROPOSAL: Planning application to erect 1no. wind turbine.

LOCATION: Land at Hillcrest Park Caistor Market Rasen LN7 6TG

APPLICATION TYPE: Full Planning Application

APPLICATION CATEGORY: Minor - all others

I refer to my previous consultation on the above and now wish to inform you that the application has been amended as follows.

Additional visual and noise information received.

The planning application forms, plans and other documents including the amendments may be viewed on the Council's website at www.west-lindsey.gov.uk/planning.

If you have any observations on the proposed amendments, please make them by filling in the attached pro-forma and returning it to me **within 14 days of the date of this letter**. You are advised to keep a copy for your records. Any observations made will be taken into account by the District Council when a decision on the application is made.

If you do not reply within 14 days I will assume that your Council has no observations to make on the amendments. I will, of course, arrange for any observations you have already made on the original application to be taken into account when a decision is made, and there is, therefore, no need to respond if you have nothing further to add to your Council's earlier comments.

I would point out that, under the Local Government (Access to Information) Act 1985, any written observations received that are reported to the Planning Committee will become

“background papers” to the report, and as such will be made available for public inspection in accordance with the Act.

If you need to contact the case officer named above, please use the direct dial number given. If the case officer is not available to answer the call, please leave a voicemail message for him/her, and he/she will return your call as soon as possible. It would be very helpful if you would use the voicemail service in this way rather than ringing the general number for the Council and attempting to speak to another member of staff, as the case officer is best placed to deal with your query.

Yours faithfully

Danielle Peck
On behalf of West Lindsey District Council

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WEST LINDSEY DISTRICT COUNCIL
PLANNING APPLICATION – PARISH/TOWN COUNCIL OBSERVATIONS
ON AMENDED PLANS

20 September 2023

Application No.: 146461
Location : Land at Hillcrest Park Caistor Market Rasen LN7 6TG

Proposal : Planning application to erect 1no. wind turbine.

My Council has no comment on the proposed amendments _____(please tick)

OR

My Council has the following comments/objections on the proposed amendments:

Signed..... Date.....

For Cabourne Parish/Town Council.

Please return form within 14 days of the date given in the heading, to the Development Management & Local Plans Manager, FAO Danielle Peck, Guildhall, Marshall's Yard, Gainsborough, Lincs DN21 2NA.