



**Minutes of the Caistor Town Council held at 6:45pm
at the Caistor Town Hall on 12 October 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 J. Hughes, Cllr A. Somerscales, Cllr J. Cox, Cllr L. Milner, Cllr P. Morris,
In Attendance: Michelle Moss, District Cllr Angela Lawrence,
Members of public present: 4

- 1. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1) - Ref: 2442**
Apologies received from Cllr Clark for health reasons.
County Cllr Smith and District Cllr Bierley had also sent apologies.
- 2. To receive declaration of interests and requests for dispensations and to consider granting dispensation(s) - Ref: 2443**
Cllr Davey declared an interest in agenda item 9bii.
- 3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 2444**
One member of the public raised a concern regarding the lack of information and progress relating to 2-4 Market Place, noting that all the funding is in place. It was noted that the council held an extraordinary meeting in August to discuss the project which was open to public, but none attended. The Clerk was asked to respond to the resident directly.
- 4. Chairmans Report - Ref: 2445**
The Chairman noted that he had attended the Caistor Grammar award ceremony and Reverend Ian Robinson's last sermon after many years of dedicated service.
- 5. To approve the draft minutes of 14th September 2023 and extraordinary meeting of 3rd August 2023 - Ref: 2446**
RESOLVED that the draft minutes of the meetings held on 14th Sept 2023 and 3rd August 2023 be approved as a true record of the meetings and signed by the Chair.
- 6. To review the applications for co-option to the council and vote on appointment - Ref: 2447**
An application had been received from Howard Priestly. Following a lengthy discussion it was RESOLVED to accept the application and appoint Mr Priestly as a member of the council.
Noted that Mr Priestly would need to complete a DPI form and declaration of acceptance of office to be officially appointed.
Proposed: Cllr J. Bowman Seconder: Cllr L. Milner 5 votes for; 5 abstained; 2 against
- 7. Finance - Ref: 2448**
 - a) To approve the Accounting Statements for period ending 30/09/2023 - Ref: 2449**
The accounting statements and bank reconciliation had been circulated to councillors prior to the meeting. It was noted that the bank reconciliation differs to the bank statements by an amount of £3243.58 which is the VAT refund which has been sent to HMRC for processing.
RESOLVED to approve the accounting statements for the period ending 30th September 2023 and bank reconciliation as a true record.
Proposed: Cllr J. Bowman Seconder: Cllr R. Lyus All in favour
 - b) To approve the Schedule of Payments - Ref: 2450**
The schedule of payments had been circulated to councillors prior to the meeting.
RESOLVED to approve the schedule of payments which totalled £9510.68
Proposed: Cllr J. Bowman Seconder: Cllr R. Lyus All in favour
- 8. Reports from External bodies:- - Ref: 2451**

Signature:



a) Lincolnshire Police - Ref: 2452

No report.

b) West Lindsey District Council - Ref: 2453

District Cllr Bierley's report had been circulated to councillors prior to the meeting.

District Cllr Lawrence noted that incidences of fly tipping have increased across the area, but the fines have also increased; WLDC have purchased 2 electric vans to support going green.

c) Lincolnshire County Council - Ref: 2454

Cllr Smith was not at the meeting, but it was noted that the Cllr walkabout with highways is planned for 23rd October.

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 - Ref: 2455

RESOLVED to defer this until the next meeting when Cllr Smith is in attendance.

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

d) Community Groups - Ref: 2456

The grammar school had offered thanks to everyone who helped with the school tests recently.

Caistor Twinning are visiting France in a few weeks and are taking a large framed photo of residents taken at the Kinds Coronation event.

e) Town Hall Management Committee - Ref: 2457

It was noted that the clerk had been handed several reports from the town hall committee, if councillors would like to read them.

9. To receive reports from Committee's and working groups, and agree any associated action - Ref: 2458

a) Personnel and Finance Committee - Ref: 2459

No meeting. Next meeting scheduled for 31st October.

b) Estates Committee - Ref: 2460

It was noted that the next meeting is scheduled for 24th October.

bi) To receive the draft minutes from the Estates Committee meeting of 26th September 2023 - Ref: 2461

The draft minutes had been circulated prior to the meeting.

bii) To agree the budget overspend for CS&SC boiler repairs - Ref: 2462

Cllr Davey left the meeting.

It was noted that there was £1000 in this years budget for CS&SC and that £875 had been allocated to the window repairs; the boiler had been damaged by water ingress following recent storms; the cost of repair is likely to be iro £600 - £800; the boiler is old, and doesn't have sufficient capacity for purpose, but will cost iro £6000 to replace and this has not been budgeted for this year, so will need to be considered as part of the budget for 2024/25.

RESOLVED to allocate overspend to the repair of the boiler.

Cllr Davey returned to the meeting.

Proposed: Cllr J. Wright Seconder: Cllr S. Hodson 1 abstained

biii) To agree the budget overspend for the allotment steps - Ref: 2463

Cllrs Milner and Cox noted interests in the allotments and left the room.

It was noted that the allotment steps are dangerous, slippery and in need of replacing; the quote to replace the steps recommended by the Estates Committee totals £2740.

RESOLVED to accept the quote to repair the steps and incur an overspend.

Cllrs Milner and Cox returned to the room.

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

Signature:



biv) To agree a budget overspend for the repair to the boiler room floor at the town hall - Ref: 2464

It was noted that the wooden supports under the boiler room floor have deteriorated and crumbled resulting in failure of the floor in one corner. Three contractors have been out to quote for the repair, but as yet, only one quote has been received from a contractor who priced the job before the floor boards were lifted. The likely cost of the work is estimated at £1100.

RESOLVED to get the floor repaired and spend up to £1100.

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

c) Economic Development & Market Working Group - Ref: 2465

No meeting.

10. To review any grant applications received and agree whether to donate funds - Ref: 2466

a) Caistor Cares - Ref: 2467

It was noted that the grant application for £900 is to support a Christmas party for members, currently totalling 122.

RESOLVED to approve the grant for £900

Proposed: Cllr S. Hodson Seconder: Cllr A. Somerscales 1 abstained

b) Caistor Heritage trust - Ref: 2468

It was noted that: the trust had already received a grant from CTC earlier in the year; that the cost to repair the banner is £4000 and the grant request for £1000; other funding has not yet been sought.

RESOLVED to refuse the grant application.

Proposed: Cllr S. Davey Seconder: Cllr S. Hodson 1 abstained

c) Springs Church - Ref: 2469

It was noted that: the organisation has a small number of Caistor residents; the grant application of £702 includes request for items classed as operating costs which is against the grant policy.

RESOLVED to make a grant of £350 which excludes the operating costs.

Proposed: Cllr R. Lyus Seconder: Cllr L. Milner 3 against

11. Email addresses for councillors - Ref: 2470

It was noted that: a new audit requirement introduced this year makes it mandatory for councillors to have a specific email address which is used for all council business; the sector is leaning towards making .gov.uk email addresses mandatory but has not yet specified this. One quote had been received to buy, and host a domain and support 15 email addresses and also to transfer CTC onto a business one drive.

RESOLVED that Cllr Cox would work with the clerk to establish exactly what needs doing and get some quotes for it.

Proposed: Cllr J. Wright Seconder: Cllr R. Lyus All in favour

12. Clerks Report & Parish Matters - Ref: 2471

a) Review Tracking Report - Ref: 2472

The tracking report had been circulated to councillors prior to the meeting. No additional questions were raised.

b) Review and approve reserves policy - Ref: 2473

Cllr Bowman asked for the reserves policy to be reviewed by the finance committee at their next meeting.

c) Agree response to consultation proposing to remove the phone box from the Market Place - Ref: 2474

RESOLVED to support the removal of the phone box.

Proposed: Cllr M. Galligan Seconder: Cllr J. Wright Majority vote

d) To discuss the issues with dog walkers at the parks and agree any action - Ref: 2475

It was noted: that dogs are being walked off leads and in areas/parks where dogs are not permitted; the signage is poor and needs additional signage or current signage replacing.

RESOLVED to include a project in next years budget to replace inadequate signage and include additional signage where appropriate.



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

13. Correspondence Received - Ref: 2476

a) Email from resident suggesting an additional market after the bonfire night display - Ref: 2477

It was noted that the request was not received in time to do anything about it this year, but it would be shared with relevant organisations for consideration for future years.

b) Last newsletter from Lincolnshire Fieldpath Association - Ref: 2478

Noted.

14. To note any planning decisions - None notified - Ref: 2479

Noted.

15. To review the planning applications received and agree a response - Ref: 2480

a) REFERENCE: 146461

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

LOCATION:Land at Hillcrest Park Caistor

Responded using delegated powers - Ref: 2481

It was noted that a response of 'no additional comments' had been sent using the delegated powers of the clerk due to the insufficient time for a response.

16. Planning enforcement issue - Inhabited caravan on land at the junction of Enterprise Way and NKR - Ref: 2482

It was noted that the issue had been reported to planning enforcement at WLDC and they would investigate and respond within 20 working days.

17. Date of next meeting - Ref: 2483

9th November.

Meeting closed at 8:05pm

Signature: