



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

Present: Cllr J. Wright (Chair), Cllr S. Davey, Cllr J. Bowman, Cllr M. Galligan, Cllr S. Hodson, Cllr J. Hughes,
Cllr A. Somerscales, Cllr L. Milner, Cllr A. Clark, Cllr P. Morris, Cllr H. Priestly,
In Attendance: Michelle Moss, District Cllr A. Lawrence, District Cllr O. Bierley,
Members of public present: 2

1. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1) - Ref: 2573

Apologies received and accepted from Cllrs Cox, Lyus and Richardson.

2. To receive declaration of interests and requests for dispensations and to consider granting dispensation(s) - Ref: 2574

Cllr Bowman declared an interest in 8d; Cllrs Davey and Morris declared an interest in 9a.

3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 2575

None.

4. Chairmans Report - Ref: 2576

The Chairman reported that he had attended the Christmas light switch on, a well organised event which was a fantastic success. He thanked all involved.

5. To approve the draft minutes of 23rd November 2023 - Ref: 2577

RESOLVED that the draft minutes of the meetings held on 23rd November 2023 be approved as a true record of the meeting and signed by the Chair.

Proposed: Cllr L. Milner Seconder: Cllr A. Clark 1 abstained

6. Finance - Ref: 2578

a) To approve the Accounting Statements for period ending 30th November 2023 - Ref: 2579

The accounting statements had been circulated to councillors prior to the meeting.

RESOLVED to approve the accounting statements for the period ending 30th November 2023 as a true record.

Proposed: Cllr P. Morris Seconder: Cllr J. Bowman All in favour

b) To review and accept the bank reconciliation for 30th November 2023 - Ref: 2580

The bank statements and bank reconciliation had been circulated to councillors prior to the meeting.

RESOLVED to approve the bank reconciliation for the period ending 30th November 2023 as a true record.

Proposed: Cllr P. Morris Seconder: Cllr J. Bowman All in favour

c) To approve the Schedule of Payments - Ref: 2581

The schedule of payments had been circulated to councillors prior to the meeting.

RESOLVED to approve the schedule of payments which totalled £14517.56

Proposed: Cllr P. Morris Seconder: Cllr S. Hodson All in favour

d) To review the additional project proposals and revised draft budget recommendations from P&F Committee for 2024/25 and agree any changes - Ref: 2582

It was noted that: a project proposal document had been submitted to repair the cenotaph railings, cost estimated at £3000; the proposed precept including the railings is £124,444 an increase of 13.25%, £14.38 pa for a band D property; projects included in the budget - cenotaph railings, cemetery benches, estates tools, christmas lights, signs for the parks, bins and benches, play area maintenance (boiler for CS&SC has now been replaced this year); the budget also includes £10k for Caistor in Bloom, £7k for other donations, £3k for a Civic service but no contingency; whilst this is a high increase it was felt that the proposed projects are all necessary and the town has some catching up to do having not had many improvements for the last few years; 13.25% is the maximum level that should be asked for; any other projects should be postponed until 25/26 unless there

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are emergencies resulting in expenditure which cannot be avoided; the issue of storage space following the planned eviction from Southdale has not been costed into the budget, but may be off set by additional income for next year for the leases/licences which has not been included in the budget as negotiations have not yet started.

RESOLVED to support a precept request of £124444 for 24/25, and increase of 13.25% (subject to a final arithmetical review)

Proposed: Cllr J. Wright Seconder: Cllr P. Morris All in favour

7. Reports from External bodies:- - Ref: 2583

a) Lincolnshire Police - Ref: 2584

None reported.

b) West Lindsey District Council. - Ref: 2585

District Cllr Bierley's report had been circulated to councillors prior to the meeting. District Councillors were thanked for all their help throughout the year.

c) Lincolnshire County Council - Ref: 2586

County Cllr Smith was not present for the meeting.

It was noted that: Southdale and the surrounding area had many potholes; LCC had advised that the best way to get action taken is to continue to report the issues on Fix My Street and that all councillors should be using it. It was agreed to report the issues back to Cllr Smith again.

ci) Overview of the Greater Lincolnshire devolution proposal and potential impacts - Ref: 2587

County Councillor Smith had planned to provide an overview of this but was not present at the meeting. Item deferred.

cii) 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: 2588

It was noted that the planned construction work for 2-4 Market Place would take 80+ weeks, so perhaps now is not the right time to look at dropping the curb in the Market Place.

RESOLVED not to proceed with this at the present time.

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

d) Community Groups - Ref: 2589

Caistor Goes noted a successful Christmas light switch on, and thanked Councillors for their help.

Caistor Cinema noted that the next film would be Home Alone II.

Caistor/Lincs Cares noted that the Christmas party is happening this Sunday and there are currently 101 people planned to attend.

e) Town Hall Management Committee - Ref: 2590

It was noted that the baffles had been completed and seemed to be working well, and that the boiler room floor had been completed yesterday.

8. To receive reports from Committee's and working groups, and agree any associated action - Ref: 2591

a) Personnel and Finance Committee - Ref: 2592

The noted from the meeting had been circulated prior to the meeting.

b) Estates Committee - Ref: 2593

No meeting held.

c) Economic Development & Market Working Group - Ref: 2594

The draft notes had been received sent to councillors today. It was noted that: all the project mentioned were for 25/26 budget rather than for 24/25 as stated in the draft notes; the exception to this is the purchase of plastic posts and chains to mark the market boundaries; there is £250 in the budget for the market this year unspent. The clerk reminded councillors that working groups are not able to make decisions and any recommendations must be presented to full council to a decision. Just circulating the minutes does not confer agreement.

RESOLVED that Cllr Bowman should complete a project proposal document for the posts and chains for proper

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consideration by the council.

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

d) 2-4 Market Place/PWL - Ref: 2595

Cllr Bowman left the room.

It was noted that: following the council decision to proceed with the financial analysis, CDCT had sent a letter advising that they had identified alternative grant funding streams and had been advised by their 2 other major funders that they should apply for these rather than wait for CTC to complete the financial analysis; Cllrs noted that the financial review would only have taken a few weeks, whereas CDCT have stated that the new funding streams will look to provide the grants by March; following receipt of the letter, the clerk has cancelled the financial review and asked the solicitor to stop work and invoice us for the work completed to date. Concern was raised that the council should ensure the facts about the loan no longer being required are shared on our website and it was noted that there was an article in the Rasen Mail about the situation this week, Cllr Wright and the Clerk had put together a comment for inclusion in the article.

RESOLVED that the clerk should inform DLUHC that the PWL is no longer required; that a link to the article in the Rasen mail should be placed on the website.

Proposed: Cllr P. Morris Seconder: Cllr S. Hodson All in favour

e) Sports Group Licences - Ref: 2596

The proposal from the working group had been shared prior to the meeting.

The proposal included these revised lease costs: Running club remain at £52 pa; Wolds Wanderers increase to £200 pa; Bowls increase to £100 pa; Tennis increase to £100 pa; Tennyson football increase to £700 pa; Cricket increase to £ 2,500 pa; Food market increase to £1,200 pa; Caistor Sports and Social Club increase to £2,500; all on 5 year licence/leases with annual rent reviews built in; CTC should meet with the club representatives to explain the rationale for the increase; the meeting with Tennyson should also include a discussion about the state of the field.

It was also noted that the CTC have been paying insurance for the cricket hut for many years on behalf of the cricket club and the group recommended this is cancelled; that there is no lease agreement in place for the town hall committee to run the town hall, and even though it is owned by CTC we still have to pay hire charges to rent the rooms.

RESOLVED to support the proposals for rent increases and that the working group should take this forward starting with letters to each of the groups; clerk to check the insurance and financial impact of removing the score hut.

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

9. Clerks Report & Parish Matters - Ref: 2597

a) Resolve to accept Lions offer of collecting and recycling christmas trees and agree a donation - Ref: 2598

RESOLVED to accept Lions offer of collecting any recycling the Christmas tree from the Market Place for a donation of £250 to the Lions.

Proposed: Cllr J. Wright Seconder: Cllr L. Milner 3 abstained

b) To consider and agree any action regarding Nettleton Motors using the sports field car park as overspill for their business - Ref: 2599

It was noted that: Nettleton Motors are using the sports field car park for customer parking and for cars waiting to be serviced or collected following servicing; this is unacceptable and they shouldn't be using the car park for any business needs; similar issues have been dealt with previously by local residents.

RESOLVED to write to Nettleton Motors to advise that they shouldn't be using the car park for any part of their business; contact WLDC enforcement to request an enforcement officer is sent to help with the situation.

Proposed: Cllr L. Milner Seconder: Cllr S. Hodson All in favour

c) To review the proposal for additional payment for the cemetery railings contractor and agree any action - Ref: 2600

It was noted that: Cllrs Wright and Hodson met up with the contractor on site to assess the job; payment made

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included the additional cost of stripping and painting the bench; the contractor acknowledged that the red undercoat can be seen in some places; the contractor had completely underestimated the size of the job and spent much longer doing it than he had planned for, leaving him out of pocket; it was suggested that he comes back in the Spring to see how it has fared throughout the Winter and to finish the job; to offer him a 'retainer' of £350 to be paid once he has finished the job in the spring.

RESOLVED to pay the contractor what he has invoiced for; and to offer him £350 to come back in the Spring to touch up/finish the railings.

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

d) Review action needed regarding the lock changes at SouthDale - Ref: 2601

WLDC had expressed concern that their building was not secure, several people have unauthorised keys for it and it is being regularly accessed for storage, invalidating their insurance. WLDC had changed the locks, but have provided 1 new key to the building which should not be copied or shared. WLDC have advised that they will change the locks again on 28th February, after which time there will be no further access.

One of the councillors asked District Cllr Bierley if he could ask WLDC if CTC are able to pay insurance on the building and retain access to it?

It was noted that: the town council and several community groups have a lot of equipment stored at Southdale; the running club have a lot of equipment stored there; there may be some equipment which can be sold; Cllr Davey noted that in the short term he would be able to store the equipment; a 20ft container could be purchased and sited for £2900; there may be some storage at the lock up on the sports field.

It was agreed that several of the councillors would arrange to meet at the lock up and look how to create some space.

e) To review the proposed SLA with WLDC for street cleaning and agree any action - Ref: 2602

It was noted that the SLA with WLDC is for street cleaning and litter picking; WLDC are proposing to pay CTC £2451 per annum; it costs CTC iro £5000 - £6000; WLDC should be paying CTC iro £500 pm.

RESOLVED to negotiate with WLDC for an increase in the payment.

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

f) To review the proposal from LCC to close part of the Market Place for 80 weeks, agree a response and any action - Ref: 2603

Cllr Bowman left the room.

It was noted that: Cllr Bowman had attended the site visit with LCC/WLDC/CDCT and the developer for 2-4 Market Place; LCC believed that Cllr Bowman was there representing Caistor Town Council; Cllr Bowman has a disclosable interest in the project; no one else from CTC was invited to the meeting; CTC were not otherwise consulted about the road closure order; no logistics plan has ever been received; the road closure order was not discussed with CTC before being issued; that CTC cannot support the road closure order until a site meeting has been held to which CTC are invited and fully consulted; Cllrs Milner, Wright and the Clerk subsequently met with 2 representatives from CDCT to try to understand the proposed impact.

RESOLVED to reply to LCC to advise that CTC will not consider supporting the road closure order until LCC and the contractor have met CTC on site to fully understand the implications of an 80 week closure.

Cllr Bowman returned to the room.

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

g) Request to post awareness material for a new mens support club - Ref: 2604

It was noted that a new club is being launched to support mental health of men over aged 18 and agreed to support the club with advertising.

h) Review the proposed location for street cabinet and agree next steps - Ref: 2605

RESOLVED that the council support the proposed location of the Quickline cabinet.

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

i) Review Tracking Report - Ref: 2606

It was noted that all items on the tracking report have either been completed or are included as agenda items.

10 To review the quotes and proposals for moving to .gov.uk email addresses and agree next steps - Ref:

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2607

Three quotes had been received. The best value quote was from CloudNext who quoted £49.99 pa for hosting 25 email addresses and £110 biannually for the domain name including application for caistortowncouncil.gov.uk

RESOLVED to proceed with Cloudnext and have the email addresses as cllr.s.hodson@caistortowncouncil.gov.uk

Proposed: Cllr J. Wright Seconder: Cllr P. Morris All in favour

11. Correspondence Received - Ref: 2608

a) Thank you letter from Caistor Cares for the donation - Ref: 2609

Noted.

b) Resident complaint about dispersal of leaves from the church yard - Ref: 2610

It was noted that: the resident has complained about the leaves on the road and pathways near the church; volunteers of Caistor in Bloom push the leaves over the churchyard wall when they know the big sweeper from WLDC is coming, usually having arranged it.

It was agreed that most of the leaves have now fallen and that this is no longer an issue.

c) Consider the request from Rhubarb Theatre to deliver street show and family eco activities in Caistor - Ref: 2611

It was noted that the Rhubarb theatre have designed a street show to highlight littering, deforestation, its impact on wildlife, recycling and cleaning rivers; they are offering to deliver free activities in the February half term week.

RESOLVED to support the Rhubarb theatre, allow the events and link them up with Caistor GO2 to organise.

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

d) Review resident letter regarding parking issues on Plough Hill and agree any action - Ref: 2612

It was noted that a complaint had been received from a resident who lives on Plough Hill, about parking on Plough Hill.

RESOLVED to pass the complaint to LCC via County Cllr Tom Smith.

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

12. To note any planning decisions - Ref: 2613

Cllr Morris left the meeting.

a) Application Number: 146461

Decision: Refused. Planning application to erect 1no. wind turbine; Land at, Hillcrest Park, Caistor - Ref: 2614

Noted.

b) Application Number: 146986

Decision: Granted time limit plus conditions. Planning application to replace 4no. windows to front elevation. 1, Bobs Lane, Caistor - Ref: 2615

Noted.

c) Application Number: 147243 / LCC ref: PL/0064/23

Decision: Approved by LCC Application for retention of a bund; Mansgate Chalk Quarry, Mansgate Hill, Nettleton

- Ref: 2616

Noted.

13. To review the planning applications received and agree a response - Ref: 2617

a) APPLICATION: 147531

PROPOSAL: Application to erect 1no. single storey dwelling.

LOCATION: Land to rear of 132 North Kelsey Road Caistor

(Revision 5th Dec Submission of amended plans reducing the scale of the dwelling and

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No comments.

b) APPLICATION: 147586

PROPOSAL: Listed building consent for internal alterations to reinstate bathroom to original location, together with new secondary glazing to 1 window on east and 1 window on west elevations.

LOCATION: 8 South Street, Caistor - Ref: 2619

No comments.

c) APPLICATION: 147666

PROPOSAL: Planning application to erect 1no. dwelling being variation of condition 2 of planning permission 145947 granted 23 March 2023 - amend dwelling design.

LOCATION: Plot 3 - Mill Grange Horncastle Road Caistor - Ref: 2620

No comments.

14. Date of next meeting - Ref: 2621

11th January 2024

Meeting closed at 8.20pm

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