



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on Thursday 8 February 2024 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

02/02/2024

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 11th January 2024
6. Finance
 - a) To approve the Accounting Statements for period ending 31st January 2024
 - b) To approve the Schedule of Payments
 - c) To approve the bank reconciliation for 31st January 2024
7. Reports from External bodies:-
 - a) Lincolnshire Police
 - b) West Lindsey District Council
 - bi) To receive feedback from CTC meeting with WLDC Chief Executive
 - c) Lincolnshire County Council
 - ci) List of major roadwork improvements scheduled for 2024
 - cii). Response from Road safety Partnership re caistor Bypass
 - ciii) Resident issue with parking on Plough Hill
 - d) Community Groups
 - di) To discuss the possibility of holding the Classic Car show this year and agree next steps
 - e) Town Hall Management Committee
8. To receive reports from Committee's and working groups, and agree any associated action
 - a) Personnel and Finance Committee



- b) Estates Committee - To receive the draft minutes from the Estates committee meeting and note any decisions
 - bi) Agreement to setting up a working group to sort out the play areas
 - bii) Approval for revised cost of pressure washer - £950
 - c) Economic Development & Market Working Group
 - ci) To discuss the project proposal document for market barriers and agree next steps
 - d) 2-4 Market Place Working group - To agree what format this group should continue in
 - di) Request for a letter of continued support for 2-4 Market Place
 - e) Sports Group Licences Working Group - Update
 - ei) To review the letter received from the cricket club
9. Clerks Report & Parish Matters
- a) To receive an update on .gov.uk email addresses and approve the Email policy
 - b) Review Tracking Report
 - c) To review the policy on recording, filming, photographing and broadcasting meetings and to resolve whether the Town Council will record its meetings
 - d) To agree what to do about the moles on council land
10. Correspondence Received - review and agree any action
- a) Email from resident about the state of the bus shelter and Southdale
 - b) Trees overhanging residential property from Sports Field
 - c) Lions request for a market stall for charity walking event
 - d) To decide whether to subscribe to the LALC training scheme for 24/25
11. GDPR Compliance - to review and approve the following documents
- a) Data protection policy
 - b) Subject access request procedure
 - c) Data breach policy and procedure
 - d) Records retention policy
 - e) GDPR privacy policy
 - f) GDPR security compliance checklists for councillors
12. To note any planning decisions
- a) Application: 147531. Granted time limit plus conditions
Proposal: Planning application to erect 1no. single storey dwelling. Land to rear of, 132, North Kelsey Road
 - b) Application: 147586. Granted time limit plus conditions
Proposal: Listed building consent - internal alterations. 8, South Street
 - c) Application: 147666. Granted time limit plus conditions
Proposal: Variation of condition 2 of 145947 granted 23.3.2023 - amend dwelling design. Plot 3 - Mill Grange, Horncastle Road
13. To review the planning applications received and agree a response
- a) APPLICATION REFERENCE: 147801
PROPOSAL: Planning application for first floor extension and other alteration.
LOCATION: 1 Mill Lane Caistor
 - b) APPLICATION REFERENCE: 147794
PROPOSAL: Planning application to replace boundary wall with close board fencing
LOCATION: 12, Hadrian Way, Caistor
14. Date of next meeting