



You are hereby summoned to attend the meeting of Caistor Town Council Estates Committee which will be held on Tuesday 26 March 2024 commencing at 7:00pm at the Arts & Heritage Centre.

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  
19/03/2024

## **AGENDA**

1. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1)
2. To receive declarations of interest and requests for dispensations in relation to agenda items and to consider granting requests for dispensations
3. Public participation - 10 minutes - items raised which are not on the agenda will be referred to a later meeting, if appropriate
4. To approve the draft minutes of the Estates Committee meeting on 06/02/2024
5. **Allotments**
  - a. Allotment numbering - Discuss and agree a method of numbering the plots for identification
  - b. Allotment footpaths - Decide what if any action can be taken to reinstate the footpaths
  - c. Allotment fencing repair - Assess damage to the allotment fence and agree action if necessary  
Allotment plot 6 - Tenant questioning why he has given up half his plot and is still paying the same
6. **Play areas / Sports ground**
  - a. To review progress made against the play area annual inspection report and agree next steps
  - b. Millfield damaged fencing - Assess damage to the fence and agree action if necessary
  - c. Rotting wood on equipment at south park - Review and decide what action to take
  - d. Broken glass in play areas - Review and decide what action to take
  - e. Play area inspection software update and decide whether to purchase
  - f. Review the Walking football request to cut Orchard bottom for their use and decide how to proceed
  - g. Review the revised quote for mole control at the play areas and cemetery and agree what action to take
7. **Cemetery**
  - a. Review the issue of sinking graves and decide what action to take (Plot for Waterman is an example)
  - b. To agree to progress the project to purchase additional bench(es) for the cemetery



8. **Assets / Equipment / Buildings**
  - a. Review and update the asset register
  - b. Ratify the decision to sell the small trailer
  - c. Cracked notice board - review cost to repair and agree action
  - d. To discuss the quotes for the cenotaph railings and agree next steps
  - e. Agree to spend funds to repair to ride on blades
  - f. Review the request to repair the plaster in arts room in Town Hall and agree next steps(request from Rick Merrell)
  - g. Decide whether to sell the stiga pedestrian mower which is no longer used by estates
9. Discuss cutting rights of way and decide whether and on what terms this should continue
10.
  - a. Estates Operative Update
  - b. Cover for KH holiday 8-13th May and 3rd to 14th June