



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on Thursday 9 May 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
03/05/2024

AGENDA

1. Election of the Chairperson for the council and signing of the Declaration of Acceptance of Office as Chair
2. Election of Vice Chairperson of the Parish Council and signing of the Declaration of Acceptance of Office as Vice Chair
3. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1)
4. To receive declaration of interests and requests for dispensations and to consider granting dispensation(s)
5. Public Session (10 minutes, during which the meeting is suspended)
6. Chairmans Report
7. To approve the draft minutes of 11th April 2024
8. To review the current WLDC Code of Conduct and resolve to continue to abide by it.
9. To review and approve the Standing Order regulations
10. To review and approve the proposed co-option policy
11. Election of committees, working groups and representatives on outside bodies and agree dates for the committees for forthcoming year
 - a) Election of members to the Personnel and Finance Committee
 - b) Election of members to the Estates Committee
 - c) Election of members to the Sports Group Licence working group
 - d) Election of members to the 2-4 Build Working group
 - e) Election of members to the Play area review working group
12. To approve the Terms of Reference for the committees
 - a) To approve the Terms of Reference for the Estates Committee
 - b) To approve the Terms of Reference for the Personnel and Finance Committee
13. Finance
 - a) To approve the Accounting Statements for period ending 30/04/2024



- b) To approve the Schedule of Payments
 - c) To review and approve the Financial Regulations
 - d) Review and approve the standing orders and direct debit payments for the forthcoming year (as per standing orders)
 - e) To review and approve the subscriptions for the year (per Standing Orders)
 - f) To review the current inventory of land and other assets (as per Standing orders)
 - g) To confirm arrangements for insurance are adequate to cover all insurable risks (as per standing orders)
14. Reports from External bodies (no decisions may be made unless specific agenda item requests a decision):-
- a) Lincolnshire Police
 - b) West Lindsey District Council.
 - c) Lincolnshire County Council
 - d) Community Groups
 - e) Town Hall Management Committee
15. To receive reports from Committee's and working groups (no decisions may be made unless specific agenda item requests a decision)
- a) Personnel and Finance Committee
 - b) Estates Committee
 - c) Sports Group Licences working group - Update and agreement to proposed next steps
 - d) 2-4 Market Place/ Build
16. Clerks Report & Parish Matters
- a) Update on ownership of the Market Place and Cornhill
 - b) CS&SC water compliance issue following Anglian Water inspection - Update on action
 - c) Drains / Pump issue at CS&SC - Update on action
 - d) Review Tracking Report
17. Correspondence Received
- Letter from Dyne Group asking for permission to erect signs
18. To note any planning decisions
- a) 147859 | Granted | Listed building consent to apply a traditional Bitumen finish to the brickwork, parapet and reveals | Radley's Mill, Mill Grange, Horncastle Road, Caistor
19. To review the planning applications received and agree a response
- a) PLANNING INSPECTORATE APPEAL REF: APP/N2535/W/24/3337002 | 146461 | Planning application to erect 1no. wind turbine | Land at Hillcrest Park Caistor | START DATE: 10 April 2024
 - b) 148154 | Planning application for first floor rear extension | 10 Lincoln Drive Caistor
 - c) 148181 | Outline planning application to erect 1no. dwelling with all matters reserved - resubmission to 147464 | Land adj "Woodlands" North Kelsey Road
 - d) 148234 | Planning application for change of use from dwelling house (C3) to Children's Home (C2) | 28a Nettleton Road Caistor
20. To agree the dates of this year's meetings and confirm date of next meeting
21. To resolve to move into closed session for the remainder of the meeting
22. To review the staffing proposal from Personnel and Finance Committee and decide whether to proceed