



You are hereby summoned to attend the meeting of Caistor Town Council Estates Committee which will be held on Tuesday 28 May 2024 commencing at 7.00 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
21/05/2024

AGENDA

1. To appoint the Chair of Estates Committee
2. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1)
3. To receive declarations of interest and requests for dispensations in relation to agenda items and to consider granting requests for dispensations
4. Public participation - 10 minutes - items raised which are not on the agenda will be referred to a later meeting, if appropriate
5. To approve the draft minutes of the Estates Committee meeting on 26.03.2024
6. **Allotments**
 - a) To receive an update on allotment numbering
 - b) To consider what action to take at the entrance area to the allotments and agree next steps
 - c) To receive an update on allotment fencing repair
 - c) To review complaint about structures and tree in allotments and decide on any action
7. **Cemetery/Churchyards**
 - a) Review and set the fees for the cemetery
 - b) Review and agree follow up action needed to finish painting Cemetery Gates and Railings
 - c) Review the resident request for a temporary grave marker
 - d) Review the work required to implement memorial inspection testing and agree next steps
 - e) Grass cutting at the churchyard -
 - f) Grass cutting at cemetery - Consider contractor cost to cover for Estates Operative holiday w/c 10th June and decide whether to go ahead
8. **Play Areas / Sports Ground**
 - a) Review the quotes for repairing the gym equipment at the sports ground and agree whether to go ahead
 - b) Review the quotes for repairing South St Park Junior multiplay repair and agree whether to go ahead



- c) Review the requirements for signs for the parks and allotments and decide how to proceed
 - d) Receive an update on replacement of rotten post on the Kelsway kissing gate
 - e) Review the Football request to use orchard bottom/Kelsway field and agree next steps
 - f) Review the effectiveness of the mole control at the cemetery and orchard bottom and decide how to proceed
 - g) Discuss possibilities for what to do with Orchard Bottom/ Kelsway Field
 - h) To receive an update on the play inspection software
 - i) To receive an update on the play area repairs completed
- 9 Trees and tree work - To review the requirement for a survey of trees which CTC is responsible for and agree next steps - church/sports/parks (include Millfields resident concerns)
10. Review the quotes for the repaint of the cenotaph railings and railings on Lucys Lane and agree how to proceed
11. LCC volunteer scheme - To decide what, if any, jobs to ask for under the scheme
12. To review the recommendation to replace the lift chain on the pump at CS&SC and agree next steps
13. To review Estates Operative next holiday dates and cover required