



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on Thursday 13 June 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
06/06/2024

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 9th May 2024
6. To review the applications for co-option for the councillor vacancy and decide who to appoint
7. Revisit the election to committees - several councillors had volunteered for both committees and ideally should only be on one.
8. Finance
 - a) To approve the Accounting Statements for period ending 31st May 2024
 - b) To approve the Schedule of Payments
 - c) Internal Audit and AGAR
 - ci) To receive the Annual Internal Audit report for 2023/24
 - cii) To complete and approve section 1 - Annual Governance Statement of the Annual Governance and Accountability Return (AGAR) for 2023/24
 - ciii) To consider, approve and sign section 2 - Annual Accounting Statements for AGAR for 2023/24
 - civ) To consider and approve the Annual Bank Reconciliation and explanation of variances for AGAR 2023/24
 - d) To discuss and agree what the latest CIL payment from WLDC will be spent on
 - e) To resolve how to spend the £2000 SPF grant from WLDC (has to be for Caistor events which bring footfall to the town)
9. 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 - to appoint the town council representative to the committee
10. 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
 - d) 2-4 Market Place/ Build
11. To review the Lions request for £2000 funding for their events this year
12. Discuss the issue of Market Waste and how to deal with it
13. Clerks Report & Parish Matters
- a) Policy Review: Complaints Procedure Policy(19686)
 - b) Policy Review: Health & Safety Policy(19682)
 - c) Policy Review: Grievance Policy(19684)
 - d) Approve non-payment policy - already approved by P&F
 - e) To receive the current response from Highways about Cornhill – 13th May 2024
 - f) Review Tracking Report
14. Correspondence Received
- a) To review the two requests to repurpose the Market Place notice board and agree a way forward
15. To note any planning decisions
- a) None received
16. To review the planning applications received and agree a response
- a) 148299 | Planning application to upgrade existing paddock access, increased width and new tarmac crossover | Paddock Land North East of Whitegate Hill
 - b) 148294 | Planning application for extensions & alterations to dwelling & relocation of vehicular access | Whitegate House 14 Whitegate Hill Caistor
 - c) 148291 | Planning application for change of use application for redundant retail/office space to residential | Private Accomodation 17 South Street Caistor
 - d) PL/0024/24 | County Matter Mineral Application | For the phased extraction of sand and gravel with revised restoration to include 2no water bodies with surrounding acid grassland Land south of North Kelsey Road, Caistor
17. Date of next meeting