



**Minutes of the Caistor Town Council held at 6:45pm
at the Caistor Town Hall on 11 July 2024**

Present: Cllr S. Davey, Cllr J. Bowman, Cllr R. Lyus, Cllr M. Galligan, Cllr S. Hodson, Cllr A. Somerscales,
Cllr J. Cox, Cllr A. Clark (Chair), Cllr P. Morris, Cllr H. Priestly, Cllr A Finlay,
In Attendance: Michelle Moss, District Cllr A. Lawrence, District Cllr O. Bierley,
Members of public present: 6

- 1. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1) - Ref: 3212**
Apologies received and accepted from Cllrs Wright, Milner and Hughes. County Councillor Smith also offered his apologies.
Noted that Cllr Clark chaired the meeting in Cllr Wrights absence.
- 2. To receive declaration of interests and requests for dispensations and to consider granting dispensation(s) - Ref: 3213**
Cllrs Morris, Galligan, Lyus and Davey noted an interest in agenda item 9c.
Cllr Bowman noted an interest in agenda item 9d.
Cllr Bowman had applied for a dispensation to enable her to provide updates and information to the council about the progress being made at 2-4 Market Place. The dispensation was granted for 18 months but excludes voting rights.
- 3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 3214**
Resident 1 noted that he has a well respected business in the town and it is being disrupted by the re-siting of the stalls on the Saturday market due to the development being completed at 2-4 Market Place . He raised concerns about the lack of consultation of the local businesses and the lack of parking for his customers. It was noted that there is a discussion on the market included as part of the agenda and his concerns will be addressed then.
Resident 2 thanks the council and county council for the replacement of the bollards at the top of Navigation Lane, and noted the slimline bollards are much better.
- 4. Chairmans Report - Ref: 3215**
No report received.
- 5. To approve the draft minutes of 13th June 2024 - Ref: 3216**
One spelling correction was noted and anoted on the minutes.
RESOLVED that the draft minutes of the meeting held on 13th June be approved as a true record of the meeting and signed by the Chair.
1 abstained
- 6. Finance - Ref: 3217**
 - a) To approve the Accounting Statements and bank reconciliation for period ending 30th June 2024 - Ref: 3218**
The accounting statements and bank reconciliation for the period ending 30th June 2024 had been circulated to councillors prior to the meeting.
RESOLVED to approve the accounting statements and accept the bank reconciliation as a true record.
All in favour
 - b) To approve the Schedule of Payments - Ref: 3123/ 3219**
The schedule of payments had been circulated to councillors prior to the meeting.
RESOLVED to approve the schedule of payments which totalled £12572.17
All in favour
- 7. Reports from External bodies (no decisions may be made unless specific agenda item requests a decision):- - Ref: 3220**

Signature:



a) Lincolnshire Police - Ref: 3221

It was noted that the police had sent the crime stats which had been circulated prior to the meeting. The police had also commented that they are experiencing an increase in theft of transit vans where the van doors are being peeled over to gain access to tools - suggested action from the police is to fit an internal deadbolt to the door, park in well lit areas and not keep tools in the van overnight.

b) West Lindsey District Council. - Ref: 3222

Cllr Bierley was congratulated on his new appointment to LWCS. WLDC was thanked for sending out the small sweeper and for the great job Jim does. Discript Cllr Bierley noted that incidents of flytipping were slightly up year on year, but the fine had increased to £1000.

c) Lincolnshire County Council - Ref: 3223

County Cllr Smith had sent his apologies, but it was noted that resurfacing works are planned for Navigation Lane, Horse Market/Plough Hill over the summer.

d) Community Groups - Ref: 3224

It was noted that: the next community cinema is Wicked little letters 19th July; The party in the park is happening at South St Park 13th July from 2-9pm.

e) Town Hall Management Committee - Ref: 3225

It was noted that the town hall exec committee had met. One of their actions is to repair the plaster on several areas of the town hall, quotes have been received and accepted.

8. To receive reports from council committee's, working groups and market - Ref: 3226

a) Personnel and Finance Committee - Ref: 3227

It was noted that the next meeting is scheduled for 23rd July, but it was agreed to change it to 1st August to coincide with the closing date for the Deputy Clerk role.

b) Estates Committee - To receive the draft minutes from 2.7.24 and an update on the Estates Projects (Christmas Lights, Cenotaph railings, Signs for the parks, Play inspection software, cemetery railings, memorial inspections) - Ref: 3228

The Estates report from the Chair of Estates committee had been circulated prior to the meeting. It was noted that: the Christmas Lights and decorations project had progressed; the grant from WLDC was for £6490 and the quote is for £5367.92. The Council agreed to go ahead with the order; the parks and allotment signs project is progressing well and we are waiting for proofs of the signs; the play inspection software is in use and working well; the play equipment repairs are ongoing; and the cenotaph railings repair is planned to be completed before November.

It was also noted that during the last play inspection the surface for the slide on South St park is lifting and has become a trip hazard. Due to the potential risk the recommendation is to take the equipment out of use. This would need to be done with heras fencing. Several quotes for 12 heras panels had been received, the best value was £490.

RESOLVED to purchase the heras panels and take the slide out of action.

All in favour

c) Market - Ref: 3229

It was noted that: the market stall holders had organised their stalls into the limited space available since the redevelopment of 2-4 Market Place had started; there are still some issues to be ironed out; the comments raised by the business owner who spoke in the public forum were noted and agreed that Cllr Bowman would meet with him on Saturday to discuss the possibility of improvements to the new layout which would work better for everyone.

d) 2-4 Market Place/ Build - Ref: 3230

It was noted that the build has started, the hoarding is in place, and information banners will be displayed on the hoarding. The development is still scheduled to last 72 weeks.

e) Sports Group Licences - Ref: 3231

Signature:



It was noted that all sports group licences have now been agreed and signed. The Street food market licence has not yet been returned and payment not made, it was due 1st July.

9. Clerks Report & Parish Matters - Ref: 3232

a) To review the offer from EMAS to provide CPR training open event - Ref: 3233

It was noted that EMAS had offered to deliver CPR and defibrillator training FOC. RESOLVED to accept the offer of training. Cllr Bowman to liaise with EMAS to organise.

All in favour

b) Review Tracking Report - Ref: 3234

It was noted that the tracking report had been circulated to councillors prior to the meeting and some topics had already been discussed as agenda items. Additional points to note included: the contractor has been appointed to undertake the tree survey; several applications have been received for the deputy clerk role; the cemetery mapping is now live and available on the website; Cllr Davey has taken over the rodent control in the town hall car park; Watermans have been appointed to replace the rotting timber on the play equipment in South St Park.

c) To agree whether Caistor Lions should be permitted to use South St Park for the 2025 Beer Festival - Ref: 3235

Cllrs Davey, Morris, Lyus and Galligan left the room.

RESOLVED to allow the Lions to use South St Park for the beer festival on 6-7th June next year, and have access for setting up and clear up.

Cllrs Davey, Morris, Lyus and Galligan returned to the meeting.

All in favour

d) To agree the funding request from Caistor Goes for the DDay celebration - Ref: 3236

Cllr Bowman left the room.

It was noted that The council had previously agreed that Caistor Goes would organise the 80th D Day event on behalf of the town council and the council would contribute to the cost. The event had cost iro £550. Caistor Goes asked or funding of £200.

RESOLVED to pay £200 to Caistor Goes as a contribution towards the event.

Cllr Bowman returned to the room.

All in favour

e) Request from CS&SC to support fun day at Sports Ground - Ref: 3237

Cllr Davey left the room.

It was noted that CS&SC CIC had asked for council approval for a fun day/fete.

RESOLVED to give permission providing the event is covered by their insurance and they liaise with the cricket club to agree times/dates/locations.

Cllr Davey returned to the room.

All in favour

f) To review the updated Business Continuity Plan - Ref: 3238

It was noted that the revised plan had been circulated to councillors prior to the meeting.

RESOLVED to approve the plan and agreed to review it in 2 years.

All in favour

10. Correspondence Received - Ref: 3239

The chair asked for it to be minuted that many councillors are on committees for voluntary groups around the town. Councillors are volunteers on these groups and do not receive any compensation. When requests are made for funding or support from these groups the councillors on the groups have to leave the room and do not have any influence on the vote.

a) Caistor in bloom comments - Ref: 3240

It was noted that the clerk had received many emails and letters from residents and visitors complimenting the town on the flowers and Caistor in Bloom, some were circulated to councillors prior to the meeting. These comments have been forwarded to CIB.

Signature:



b) Email from resident regarding council support for a weight restriction - Ref: 3241

It was agreed to defer this discussion until the next meeting as County Cllr Smith would be able to provide some guidance.

c) Email from resident re sports ground and licences - To review and agree response - Ref: 3242

It was noted that agenda item 10c and 10d are both in relation to the sports group licence increases, and question the councils ability to charge for use of what is classified as public open space. It was also noted that the clerk had received several FOI requests from 2 residents, and many email exchanges between 3 residents asking questions about council processes in relation to decision making and the sports group licences.

Cllr Cox had completed some research in response to the question of parks, open spaces and the councils authority to charge. It was noted that: councils have a duty to maintain parks and cannot charge public for general access to the areas however, the same legislation does not cover permitted use of the land by clubs and organisations; the council has the right to apply bylaws if they do not contradict the law of the land. It was also noted that the court case which these residents refer to appears to have no relevance to the Caistor situation and refers to an appeal about registering a field as a village green. It was noted that the Public Health Act of 1961 permits local councils to allow the use of parks for organised recreation, subject to such charges and conditions as the local authority think fit.

It was proposed to respond to the 2 residents advising that the the council has followed all due processes and the licences have been agreed and signed with the sports groups for 5 years, and the decision will not be revisited.

RESOLVED to support the proposal.

2 abstained

d) Email from resident re sports ground and licences 2 - To review and agree response - Ref: 3243

See 10c.

11. To note any planning decisions - Ref: 3244

a) None received - Ref: 3245

Noted.

12. To review the planning applications received and agree a response - Ref: 3246

a) None received - Ref: 3247

Noted.

13. Date of next meeting - 8th August 2024 - Ref: 3248

Noted.

Meeting closed at 8.25pm

Signature: