



You are hereby summoned to attend the meeting of Caistor Town Council Estates Committee which will be held on Tuesday 27 August 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
21/08/2024

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 2nd July 2024
5. Cemetery
 - a) Review the Cemetery regulations and consider any changes
 - b) Review the cemetery risk assessment and consider any necessary action
 - c) Consider and adopt the memorial inspection policy
 - d) Agree to purchase the equipment necessary for memorial inspections and to start the memorial inspection process
 - e) Consider the proposal to clear and the edges of the car park and mulch to prevent weeds returning
6. Play areas and parks
 - a) Review the updated play equipment repair list and consider which additional repairs should be completed this year
 - b) Consider the quotes for repairing the slide surface and agree next steps
 - c) Consider whether to request an accompanied inspection of play areas again this year
 - d) Consider the final draft design/requirements of the asset signs and approval to GRS quote
7. Allotments
 - a) Consider organising and allotment rep meeting to visit allotments and assess action required to address the weeds/ivy/bindweed etc
8. Assets and buildings
 - a) Consider and approve CS&SC repair work - wall, loft hatch, external drain cover and window glass replacement



- b) Consider the cracked drain outside the town hall and agree next steps
 - c) Consider the usefulness of the speed indicator device and agree what to do about it
 - d) Review the resident complaint about the bins and consider any action
 - e) Consider the quote for replacement perspex for the cracked notice board and agree how to proceed
9. Consider the Project requirements of next financial year and completion of Project Proposal Documents
 10. Consider LCC offer of 1 tonne grit for the winter
 11. Receive the resignation of the Estates Operative, review role requirements and agree next steps