



**Minutes of the Caistor Town Council held at 6:30pm
at the Caistor Town Hall - Main Hall on 3 September 2024**

Present: Cllr J. Wright (Chair), Cllr J. Bowman, Cllr M. Galligan, Cllr S. Hodson, Cllr A. Somerscales, Cllr J. Cox,
Cllr L. Milner, Cllr A. Clark, Cllr H. Priestly, Cllr A. Finlay,
In Attendance: Michelle Moss,
Members of public present: 0

- 1. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1) - Ref: 3322**
Apologies received from Cllrs Lyus, Davey, Hughes and Morris.
- 2. To receive declaration of interests and requests for dispensations and to consider granting dispensation(s) in accordance of section 22 of the Localism Act 2011 - Ref: 3323**
None
- 3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 3324**
None
- 4. To approve the draft minutes of 8th August 2024 - Ref: 3325**
RESOLVED that the draft minutes of the meeting held on 8th August 2024 be approved as a true record of the meeting and signed by the Chair.
1 abstained
- 5. To approve the Schedule of Payments - Ref: 3326**
The schedule of payments had been circulated to councillors prior to the meeting. RESOLVED to approve the schedule of payments which totalled £11205.32
All in favour
- 6. To resolve to move into closed session for the remainder of the meeting (employee sensitive information) - Ref: 3327**
RESOLVED to move into closed session. There were no press or public to exclude.
All in favour
- 7. To receive Estates Committee proposal for employee requirements following the retirement of current Estates staff - Ref: 3328**
The report and proposal had been shared with councillors prior to the meeting. A lengthy discussion took place with many different views expressed about the proposal.
- 8. To receive an update on the recruitment for a Deputy Clerk - Ref: 3329**
It was noted that following a detailed assessment and interview process, a preferred applicant had been identified.
- 9. To review the impact of the recruitment proposals on the budget - Ref: 3330**
A projection for 25/26 budget had been drafted and circulated to councillors prior to the meeting. It was noted that the proposed recruitment would have significant impact on the budget and precept requirements for 25/26 and generally agreed that the projected precept uplift would not be acceptable. It was also noted that the budget projections did not include any of the project proposals for 25/26.
- 10. To consider CTC priorities for 2025/26 and consider the budget implications - Ref: 3331**
Various different options were considered as possible ways to reduce council costs and continue to deliver best value. Following a prioritisation exercise, the decisions were made to combine the Estates role into one 25 hours per week, not supply an estates vehicle, contract out the cemetery grass cutting, continue with the recruitment of a deputy clerk, not hold a civic service in 25/26 and to remove the allocated reserves assigned to the proposal to supply water to South St Park.
It was noted that a further prioritisation would be needed once all project proposals have been submitted for

Signature:



consideration for next years budget.

11. To consider appointing the preferred candidate for the Deputy Clerk role and the terms and conditions of appointment - Ref: 3332

RESOLVED to offer the appointment for the Deputy Clerk vacancy to the preferred candidate on the standard contract with the hourly rate to be negotiated between £15 and £16.

All in favour

12. To consider progressing the Estates recruitment and agree on what basis - Ref: 3333

RESOLVED to progress the Estates recruitment for one combined role of 25 hours a week, with a hourly rate ranging between £15 and £17 per hour depending on experience.

All in favour

Meeting closed at 8:10pm

Signature: