



Public Meeting Pack

14th November 2024



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on Thursday 14 November 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
08/11/2024

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) in accordance of section 22 of the Localism Act 2011
3. Public Session (10 minutes, during which the meeting is suspended)
4. Chairmans Report
5. To approve the draft minutes of 31st October 2024
6. Finance
 - a) To approve the Accounting Statements and bank reconciliation for period ending 31/10/2024
 - b) To approve the Schedule of Payments
 - c) Consider the CIL income and decide what to allocate it to
 - d) To consider the grant applications received
 - di) Caistor Goes 80th D Day event
 - dii) Caistor Lions 2025 Bonfire Event
 - diii) Caistor foodbank Christmas hampers
 - div) Caistor Tennyson fertiliser spreader
7. 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
 - di) Caistor Goes would like the Council's permission to hold the annual event "Christmas Lights Switched On"
 - dii) Consider the Lions proposal to remove the Christmas tree for free in exchange for old lights



- e) Town Hall Management Committee
8. 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 - to receive the draft minutes of the meeting held 22nd October 2024
 - b) To receive the update on refurbishment of the toilet at the sports ground and agree to move £2000 from Ear Marked Reserves to this years budget for toilet refurbishment
 - bii) Consider the Estates Committee proposal to replace and repair the play surfaces at South St Park and Millfields as per the quotations from OLP and agree to move £5000 from EMR for play surfaces to this years budget
 - c) 2-4 Market Place/ Build - Presentation from Cllr Bowman updating on 2-4 Market Place, phases and funding
9. To consider the councils responsibility for Health and safety and agree a plan of action
10. Clerks Report & Parish Matters
 - a) Decide whether to register the sports ground with the land registry and allocate a budget
 - b) To agree what action to take to resolve the leak on the front of the town hall wall
 - c) Update on the ownership of Market Place and Cornhill
 - d) To consider the council response to consultation on remote meetings and proxy voting
 - e) To consider funding the 'Coming next in Caistor Leaflet' for 2025
 - f) Review Tracking report
11. Correspondence Received
 - a) Emails from several local business owners about better communication from the council
12. To note any planning decisions
 - a) WL/2024/00807 | Application Type - Dead or Dangerous Protected Tree | 5 day notice to fell one dead Elm tree within TPO Caistor No1 2004 | 4 EVERGREEN DRIVE, CAISTOR
13. To review the planning applications received and agree a response
 - a) Full Planning Application WL/2024/00787 | PP/2024/00348 | To erect stable and storage building with associated fencing | PADDOCK LAND, NORTH EAST OF WHITEGATE HILL CAISTOR
 - b) Change of Use WL/2024/00875 / PP/2024/00621 | Prior approval application for change of use of agricultural building to 1no. LAND SOUTH OF CANADA LANE CAISTOR
 - c) Planning reference: PL/0024/24 | For the phased extraction of sand and gravel with revised restoration to include 2no water bodies with surrounding acid grassland, marginal areas of rough long grass, water body embankments and surrounding new native woodlands, native sedges, rushes and reeds, including ancillary activities, associated infrastructure and new access from North Kelsey Road | Land south of North Kelsey Road, Caistor
14. Date of next meeting
15. To resolve to move into closed session due to the confidential nature of the next agenda item.
16. To resolve to implement the updated SCP pay scales for 24/25 and back date award to start of the year.



Minutes of the Extra Ordinary Meeting of Caistor Town Council held at 6:30pm at the Caistor Town Hall on 31 October 2024

Present: Cllr S. Davey, Cllr J. Bowman, Cllr M. Galligan, Cllr S. Hodson, Cllr A. Somerscales, Cllr J. Cox,
Cllr L. Milner, Cllr A. Clark (Chair), Cllr H. Priestly,
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: 3475**
Apologies received from Cllrs Lyus, Wright and Hughes
- 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: 3476**
None
- 3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 3477**
None
- 4. To approve the draft minutes of 10th October 2024 - Ref: 3478**
RESOLVED that the draft minutes of the meeting held on 10th October 2024 be approved as a true record of the meeting and signed by the chair.
All in favour
- 5. To resolve to move into closed session due to the confidential nature of the following discussion - Ref: 3479**
RESOLVED to move into closed session for the remainder of the meeting.
All in favour
- 6. To receive the update from the Estates recruitment and consider the proposal from the interview panel on how to progress - Ref: 3480**
It was noted that the recruitment had not identified a suitable candidate.
Cllr Priestley left the meeting at 6:43pm.
RESOLVED:
1 - To readvertise the vacancy with a closing date of 25th November;
2 - To amend the job advert to reflect the necessary experience required in grounds maintenance and operation of power tools and change the number of hours to 25-30 hours per week
3 - To broaden the catchment area of the advert; advertise using the LALC paid for service;
4 - To appoint a councillor to organise and oversee volunteers completing tasks on behalf of the council (P&F will need to draft a proposal/TOR)
All in favour

Meeting closed at 19:40

Signature:



Accounting Statements

Current Financial Year Ending 31/03/2025

Financial Period 01/04/2024 to 31/10/2024

Explanation of Variances

Christmas Lights project

Actual Total: 6426.52 **Budget:** 2000.04 **Variation:** -4426.48 / 221.32

WLDC grant received



Summary of Income & Expenditure

Current Financial Year Ending 31/03/2025

Financial Period 01/04/2024 to 31/10/2024

End of year forecast auto calculated based on actual year to date averaged over 7 months manually adjusted where appropriate.

	Actual YTD	Budget	Variance £	%	EOY Forecast
Income					
Income: General					
100 Precept	124444	124444	0	0	124444
140 Cemetery Income	5270	4000	1270	32	6500
120 Allotment Income	90	420	-330	-79	500
130 Market Rents	1495	3000	-1505	-50	2500
150 Caistor Sports & Social Club	2539	2464	75	3	4000
160 WLDC Street Cleaning	1255	2490	-1235	-50	2490
170 Grass Cutting	0	1700	-1700	-100	2500
180 Grants	9038	0	9038	100	9038
350 VAT Reclaimable	0	0	0	100	
199 Miscellaneous Income	2278	2000	-278	14	2800
185 Town Hall	520	520	0	0	520
186 Magazine Advertising	0	0	0	100	0
187 CIL income	2158	0	2158	100	2158
Income: General Totals	149086	141038	7493	6	157450
Income Totals	149086	141038	7493	6	157450

Expenditure

Expense: General

500 Salaries	23107	35000	11893	-34	47000
503 PAYE & NI	8210	16000	7790	-49	16000
501 Staff Travel & Benefits	19	100	81	-81	100
502 Contractors	0	0	0	100	
509 Other Staff Expenses	29	100	71	-71	100
520 General Office	868	1000	132	-13	1600
530 Hall Hire	327	500	173	-35	500
540 Insurance	3669	3600	-69	2	3669
550 Audit	620	820	200	-24	820
560 Subscriptions	180	685	505	-74	685
570 Training	515	500	-15	3	1000
580 Election	0	0	0	100	
581 Mayor Allowance	52	350	298	-85	100
555 Professional Fees	0	500	500	-100	500
556 Legal Fees	0	500	500	-100	500
590 PROW and Amenity Cut	4500	4500	0	0	4500
591 Public Rights of Way	0	0	0	100	0
592 Parks grass	3491	3200	-291	9	3500
593 Sportsground	7660	8300	640	-8	8300
594 Cemeteries/Church	5195	6800	1605	-24	6800
595 Allotments	34	250	215	-86	250
610 Market	15	250	235	-94	250
750 Cemetery records management	0	280	280	-100	500
650 Community Events	639	1000	361	-36	1000
521 Telephone & Broadband	688	800	112	-14	1000
700 Electricity - Market Place LN7 6TU	257	200	-57	29	400
701 Electricity - South Street Park	330	600	270	-45	500
702 Electricity - Market Place LN7 6TL	0	0	0	100	0
703 Electricity - Sports Ground	507	500	-7	1	800
800 Church trees	1085	1500	415	-28	1500
720 Water: Sports Ground	130	300	170	-57	390
721 Water: Cemetery	40	100	60	-60	100



Summary of Income & Expenditure

Current Financial Year Ending 31/03/2025

Financial Period 01/04/2024 to 31/10/2024

End of year forecast auto calculated based on actual year to date averaged over 7 months manually adjusted where appropriate.

		Actual YTD	Budget	Variance £	%	EOY Forecast
722	Water: Allotments	98	150	52	-35	200
765	Play Park Maint & Refurb	4668	11000	6332	-58	16000
597	Caistor Sports & Social Club	990	3000	2010	-67	3000
522	Town Hall	535	2500	1965	-79	2500
582	Civic	0	3000	3000	-100	3000
601	Equipment	463	4500	4037	-90	4500
598	Market Place	2300	4000	1700	-43	4000
603	Gritting & Snow Clearance	0	450	450	-100	450
766	CCTV	0	1500	1500	-100	500
799	Contingency	0	0	0	100	0
600	Grants & Donations	4768	7000	2232	-32	7000
762	Neighbourplan Review	0	0	0	100	
504	Pension payments	2980	5500	2520	-46	5500
801	Grant to Caistor in Bloom	10000	10000	-0	0	10000
802	Christmas Lights project	6427	2000	-4426	221	6490
803	Bins and Benches	0	0	0	100	0
660	WLDC	70		-70		70
Expense: General Totals		95464	142835	47371	-33	165574
Expenditure Totals		95464	142835	47371	-33	165574



Bank Reconciliation

Balances as per bank statements as at 07/11/2024

Natwest Current Account	5154.85	160488.35
Natwest Business Reserve Account	154981.18	
Equals Card	352.32	

Unrepresented Payments & Receipts

Date	Invoice Ref	Type	Description	Credit	Debit
				Nett balance as at 07/11/2024	
				160488.35	

Cash Book

			Opening Balance Bank 1	6095.41	109938.94
Receipts in current year	149406.07		Opening Balance Bank 2	103353.48	
VAT to be claimed	3393.14		Opening Balance Bank 3	490.05	
Unallocated cash	0.00		Opening Balance Bank 4	0.00	
Payments in current	95463.52				
				Cash Book Closing Balance	
				160488.35	

General Reserves

50000.00

Earmarked Reserves

Subcontracting for grass,litter,bins etc	0.00	Computer	0.00
Elections (2022)	3850.00	Play area improvements	4000.00
Parks equipment	7000.00	Parking	0.00
South Street Park Millenium Garden	500.00	Water (South St)	2250.00
Market Place trading	500.00	Water at Market Place	0.00
Market Place layout	0.00	Cemetery	1000.00
Sports Field fencing	1500.00	New Cemetery	0.00
Sports ground toilet refurbishment	2000.00	Church Ground Trees	1500.00
Sports and Social Club Bldg Upgrade	5500.00	Handyman Equipment	2000.00
Other buildings	1500.00	Christmas Lights - steel wires	1000.00
Town Hall	5000.00	Bins and Benches (tfr 11.10.24)	3000.00
Fire Station	0.00		
Cornhill Resurfacing	0.00		
Tree Maint - Sports Field	2000.00	Budget remaining	64888.35
Tree Maint - Parks	1500.00		



Budget Report - Income

Current Financial Year Ending 31/03/2025

Financial Period 01/04/2024 to 31/10/2024

This report is based on Payment Date

Details	Year 2023/24		Financial Year Ending 31/03/2025						Variation	
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%
Income: General										
Precept	100000	100000	124444	124444	0	0	0	124444	0	0.00
Cemetery Income	5360	3000	4000	4020	1040	210	0	5270	1270	31.75
Allotment Income	480	420	420	90	0	0	0	90	-330	-78.57
Market Rents	2242	3000	3000	502	644	386	0	1532	-1468	-48.93
Caistor Sports & Social Club	2516	2412	2464	1450	802	570	0	2822	358	14.53
WLDC Street Cleaning	2083	1404	2490	0	0	1255	0	1255	-1235	-49.61
Grass Cutting	1592	1545	1700	0	0	0	0	0	-1700	?
Grants	0	0	0	2000	7038	0	0	9038	9038	100.00
VAT Reclaimable	1689	0	0	0	0	0	0	0	0	100.00
Miscellaneous Income	5683		2000	1381	701	196	0	2278	-278	13.88
Town Hall	520	520	520	0	520	0	0	520	0	0.01
Magazine Advertising	0	1000	0	0	0	0	0	0	0	100.00
CIL income			0	1216	0	942	0	2158	2158	100.00
Income: General	Total		141038	135102	10745	3559	0	149406	7813	6
	Total		141038	135102	10745	3559	0	149406	7813	6



Budget Report - Expenditure

Current Financial Year Ending 31/03/2025

Financial Period 01/04/2024 to 31/10/2024

This report is based on Payment Date

Details	Year 2023/24		Financial Year Ending 31/03/2025						Variation	
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%
Expense: General										
Salaries	19687	14124	35000	10452	9595	3059	0	23107	11893	-34
PAYE & NI	5486	4598	16000	3746	3395	1069	0	8210	7790	-49
Staff Travel & Benefits	0	100	100	0	0	19	0	19	81	-81
Contractors	15096	15000	0	0	0	0	0	0	0	100
Other Staff Expenses	0	100	100	0	0	29	0	29	71	-71
General Office	739	840	1000	211	475	181	0	868	132	-13
Hall Hire	656	480	500	167	75	85	0	327	173	-35
Insurance	3365	3500	3600	0	3669	0	0	3669	-69	2
Audit	600	780	820	200	0	420	0	620	200	-24
Subscriptions	671	353	685	100	80	0	0	180	505	-74
Training	426	390	500	475	40	0	0	515	-15	3
Election	0	500	0	0	0	0	0	0	0	100
Mayor Allowance	504	250	350	0	17	35	0	52	298	-85
Professional Fees	35	500	500	0	0	0	0	0	500	-100
Legal Fees	0	2500	500	0	0	0	0	0	500	-100
PROW and Amenity Cut	4140	5040	4500	900	3600	0	0	4500	0	0
Public Rights of Way	17	0	0	0	0	0	0	0	0	100
Parks grass	4602	2640	3200	882	809	1800	0	3491	-291	9
Sportsground	5142	3760	8300	4630	2130	900	0	7660	640	-8
Cemeteries/Church	3960	2000	6800	1653	2265	1278	0	5195	1605	-24
Allotments	0	250	250	17	17	0	0	34	215	-86
Market	0	250	250	0	0	15	0	15	235	-94
Cemetery records management	0	0	280	0	0	0	0	0	280	-100
Community Events	1092	0	1000	449	140	50	0	639	361	-36
Telephone & Broadband	557	620	800	270	318	100	0	688	112	-14
Electricity - Market Place LN7 6TU	165	200	200	129	86	43	0	257	-57	29
Electricity - South Street Park	375	300	600	97	233	0	0	330	270	-45
Electricity - Market Place LN7 6TL	0	150	0	0	0	0	0	0	0	100
Electricity - Sports Ground	461	250	500	274	204	29	0	507	-7	1
	0	0	0	0	0	0	0	0	0	100
Church trees	0		1500	0	1085	0	0	1085	415	-28
Water: Sports Ground	299	250	300	76	54	0	0	130	170	-57
Water: Cemetery	65	50	100	18	21	0	0	40	60	-60
Water: Allotments	16	75	150	26	72	0	0	98	52	-35
Play Park Maint & Refurb	731	500	11000	0	1739	2929	0	4668	6332	-58
Caistor Sports & Social Club	1464	1500	3000	830	160	0	0	990	2010	-67
Town Hall	917	2000	2500	85	450	0	0	535	1965	-79
Civic	0	500	3000	0	0	0	0	0	3000	-100
Equipment	2101	750	4500	250	186	27	0	463	4037	-90
Market Place	1141	250	4000	0	0	2300	0	2300	1700	-43
Gritting & Snow Clearance	4488	2500	450	0	0	0	0	0	450	-100
CCTV	1500	3000	1500	0	0	0	0	0	1500	-100
Contingency	0	383	0	0	0	0	0	0	0	100
Grants & Donations	0	15000	7000	3568	1200	0	0	4768	2232	-32
Neighbourplan Review	1744	5874	0	0	0	0	0	0	0	100
Pension payments			5500	1396	1245	340	0	2980	2520	-46
Grant to Caistor in Bloom			10000	0	0	10000	0	10000	-0	0
Christmas Lights project			2000	0	5586	841	0	6427	-4426	221
Bins and Benches			0	0	0	0	0	0	0	100
WLDC				70	0	0	0	70	-70	



Budget Report - Expenditure

Current Financial Year Ending 31/03/2025

Financial Period 01/04/2024 to 31/10/2024

This report is based on Payment Date

Details	Year 2023/24		Financial Year Ending 31/03/2025						Variation	
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%
	Expense: General Total			142835	30971	38945	25547	0	95464	47371
Total			142835	30971	38945	25547	0	95464	47371	-33



Budget Report - Expenditure

Current Financial Year Ending 31/03/2025

Financial Period 01/04/2024 to 31/10/2024

This report is based on Payment Date

Details	Year 2023/24		Financial Year Ending 31/03/2025						Variation	
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%
Expense: General										
Salaries	19687	14124	35000	10452	9595	3059	0	23107	11893	-34
PAYE & NI	5486	4598	16000	3746	3395	1069	0	8210	7790	-49
Staff Travel & Benefits	0	100	100	0	0	19	0	19	81	-81
Contractors	15096	15000	0	0	0	0	0	0	0	100
Other Staff Expenses	0	100	100	0	0	29	0	29	71	-71
General Office	739	840	1000	211	475	181	0	868	132	-13
Hall Hire	656	480	500	167	75	85	0	327	173	-35
Insurance	3365	3500	3600	0	3669	0	0	3669	-69	2
Audit	600	780	820	200	0	420	0	620	200	-24
Subscriptions	671	353	685	100	80	0	0	180	505	-74
Training	426	390	500	475	40	0	0	515	-15	3
Election	0	500	0	0	0	0	0	0	0	100
Mayor Allowance	504	250	350	0	17	35	0	52	298	-85
Professional Fees	35	500	500	0	0	0	0	0	500	-100
Legal Fees	0	2500	500	0	0	0	0	0	500	-100
PROW and Amenity Cut	4140	5040	4500	900	3600	0	0	4500	0	0
Public Rights of Way	17	0	0	0	0	0	0	0	0	100
Parks grass	4602	2640	3200	882	809	1800	0	3491	-291	9
Sportsground	5142	3760	8300	4630	2130	900	0	7660	640	-8
Cemeteries/Church	3960	2000	6800	1653	2265	1278	0	5195	1605	-24
Allotments	0	250	250	17	17	0	0	34	215	-86
Market	0	250	250	0	0	15	0	15	235	-94
Cemetery records management	0	0	280	0	0	0	0	0	280	-100
Community Events	1092	0	1000	449	140	50	0	639	361	-36
Telephone & Broadband	557	620	800	270	318	100	0	688	112	-14
Electricity - Market Place LN7 6TU	165	200	200	129	86	43	0	257	-57	29
Electricity - South Street Park	375	300	600	97	233	0	0	330	270	-45
Electricity - Market Place LN7 6TL	0	150	0	0	0	0	0	0	0	100
Electricity - Sports Ground	461	250	500	274	204	29	0	507	-7	1
	0	0	0	0	0	0	0	0	0	100
Church trees	0		1500	0	1085	0	0	1085	415	-28
Water: Sports Ground	299	250	300	76	54	0	0	130	170	-57
Water: Cemetery	65	50	100	18	21	0	0	40	60	-60
Water: Allotments	16	75	150	26	72	0	0	98	52	-35
Play Park Maint & Refurb	731	500	11000	0	1739	2929	0	4668	6332	-58
Caistor Sports & Social Club	1464	1500	3000	830	160	0	0	990	2010	-67
Town Hall	917	2000	2500	85	450	0	0	535	1965	-79
Civic	0	500	3000	0	0	0	0	0	3000	-100
Equipment	2101	750	4500	250	186	27	0	463	4037	-90
Market Place	1141	250	4000	0	0	2300	0	2300	1700	-43
Gritting & Snow Clearance	4488	2500	450	0	0	0	0	0	450	-100
CCTV	1500	3000	1500	0	0	0	0	0	1500	-100
Contingency	0	383	0	0	0	0	0	0	0	100
Grants & Donations	0	15000	7000	3568	1200	0	0	4768	2232	-32
Neighbourplan Review	1744	5874	0	0	0	0	0	0	0	100
Pension payments			5500	1396	1245	340	0	2980	2520	-46
Grant to Caistor in Bloom			10000	0	0	10000	0	10000	-0	0
Christmas Lights project			2000	0	5586	841	0	6427	-4426	221
Bins and Benches			0	0	0	0	0	0	0	100
WLDC				70	0	0	0	70	-70	



Budget Report - Expenditure

Current Financial Year Ending 31/03/2025

Financial Period 01/04/2024 to 31/10/2024

This report is based on Payment Date

Details	Year 2023/24		Financial Year Ending 31/03/2025						Variation	
	Budget	Actual	Budget	Q1 Actual	Q2 Actual	Q3 Actual	Actual	YTD	£	%
	Expense: General Total			142835	30971	38945	25547	0	95464	47371
Total			142835	30971	38945	25547	0	95464	47371	-33



Schedule of Payments

Invoice Date	Invoice Ref	Supplier/Payee	Details	VAT	Total Payment		
01/04/2024	1568	DO NOT RECONCILE	Bank Payment: DO NOT RECONCILE	0.00	0.01	<input type="checkbox"/>	<input type="checkbox"/>
07/10/2024	1730	Fizzco Projects	Static string lights x 2	81.99	491.95	<input type="checkbox"/>	<input type="checkbox"/>
08/10/2024	1732	Caistor Farm & Garden Machinery	Retainer part	2.52	15.13	<input type="checkbox"/>	<input type="checkbox"/>
08/10/2024	1733	Tudor Ground Maintenance	Church and Cong grass 9th and 23rd October	88.58	531.46	<input type="checkbox"/>	<input type="checkbox"/>
10/10/2024	1734	Cllr Alan Somerscales	Expense Claim	7.15	152.17	<input type="checkbox"/>	<input type="checkbox"/>
16/10/2024	1744	Caistor in Bloom	Bank Payment: Donation	0.00	10000.00	<input type="checkbox"/>	<input type="checkbox"/>
18/10/2024	1745	Stall clips	Bank Payment: Market	2.44	14.63	<input type="checkbox"/>	<input type="checkbox"/>
18/10/2024	1746	Coway Air filter	Bank Payment: General Office	20.00	119.99	<input type="checkbox"/>	<input type="checkbox"/>
22/10/2024	1747	Jake Garden Care (Dyne Group)	Grass cutting visit 15	360.00	2160.00	<input type="checkbox"/>	<input type="checkbox"/>
23/10/2024	1748	Caistor car and Commercial	Restore cenotaph and Lucy's lane railings	460.00	2760.00	<input type="checkbox"/>	<input type="checkbox"/>
24/10/2024	1749	Tamar Telecom	Bank Payment: Telephone & Broadband	1.16	6.94	<input type="checkbox"/>	<input type="checkbox"/>
28/10/2024	1750	Jill Somerscales	Refund for flowers for Cllr Hughes	0.00	35.00	<input type="checkbox"/>	<input type="checkbox"/>
25/10/2024	1751	[REDACTED]	Bank Payment: Salaries	0.00	1916.08	<input type="checkbox"/>	<input type="checkbox"/>
25/10/2024	1752	HMRC	Bank Payment: PAYE & NI	0.00	1069.23	<input type="checkbox"/>	<input type="checkbox"/>
25/10/2024	1753	[REDACTED]	Bank Payment: Salaries	0.00	1143.09	<input type="checkbox"/>	<input type="checkbox"/>
25/10/2024	1754	NEST	Bank Payment: Pension payments	0.00	339.61	<input type="checkbox"/>	<input type="checkbox"/>
25/10/2024	1755	EDF	Bank Payment: Electricity - Sports Ground	0.65	28.78	<input type="checkbox"/>	<input type="checkbox"/>
25/10/2024	1756	EDF	Bank Payment: Electricity - Market Place LN7 6TU	2.04	42.89	<input type="checkbox"/>	<input type="checkbox"/>
28/10/2024	1757	BT	Bank Payment: Telephone & Broadband	12.33	74.00	<input type="checkbox"/>	<input type="checkbox"/>
30/10/2024	1760	Three	Bank Payment: Telephone & Broadband	3.13	18.80	<input type="checkbox"/>	<input type="checkbox"/>
30/10/2024	1761	Sunnyview Windows	Replacement glass for window at CS&SC	51.33	308.00	<input type="checkbox"/>	<input type="checkbox"/>
31/10/2024	1762	Online Playgrounds	Cradle swing seats x3	63.70	382.20	<input type="checkbox"/>	<input type="checkbox"/>
31/10/2024	1763	Jake Garden Care (Dyne Group)	Grass cutting visit 16	180.00	1080.00	<input type="checkbox"/>	<input type="checkbox"/>
05/11/2024	1768	Lincolnshire Association of Local	LCC advert - Maintenance Operative	15.00	90.00	<input type="checkbox"/>	<input type="checkbox"/>
07/11/2024	1769	Caistor Town Hall	Hall hire October 24	0.00	25.00	<input type="checkbox"/>	<input type="checkbox"/>
07/11/2024	1770	TWB Electrical Ltd	Fixed timer on electric supply in Market Place	54.72	328.31	<input type="checkbox"/>	<input type="checkbox"/>
07/11/2024	1771	Workplace depot - COSHH cabinet	Bank Payment: Projects	20.00	119.99	<input type="checkbox"/>	<input type="checkbox"/>

TOTAL: 23253.26

Authorised Signatory

Authorised Signatory

Minute Ref

Print Name

Print Name

Date

Date



CIL REPORT

Financial Year 1st April 2024 to 31st March 2025

A	Total CIL income balance carried over from previous year	0
B	Total CIL income received in reporting year (receipts)	2158.24
C	Total CIL spent within reporting year (net of VAT)	0
	Total CIL allocated but not yet spent to an agreed project (net of VAT)	0
	Total CIL requested to be repaid in the year	0
	Total value of CIL receipts subject to a Repayment Notice served in any year that has not been repaid.	0
D	Total CIL repaid in the year following a Repayment Notice	0
E	Total CIL retained at year end (A+B+D)	0

28.04.2024

Ref	Site Address	Proposal Description	Parish Portion
145152	95, Brigg Road, Caistor, Market Rasen, LN7 6RX	Planning application to erect single storey log cabin - resubmission of 143633	£241.07
146500	Plot 5 - Mill Grange, Horncaste Road, Caistor, Market Rasen, LN7 6SW	Planning application to erect 1no. dwelling.	£974.70

28.10.2024

Ref	Site Address	Proposal Description	Parish Portion
146671	Land To Rear Of 132 North Kelsey Road, Caistor, LN7 6QB	Application for approval of reserved matters to erect 7no. bungalows considering appearance, landscaping, layout and scale - following outline planning permission 142153 granted 22 January 2019 being variation of conditions 1-5 of planning permission 1450	£942.47

CIL Expenditure

Item/Purpose	Amount Spent

Michelle Moss

Michelle Moss, Responsible Financial Officer



GRANT AWARD POLICY AND APPLICATION

Name of Organisation	Caistor Goes ...
Total Membership of Organisation	Anybody
The number, or percentage, of Caistor residents that the group supports	Caistor Goes was formed to organise free-to-all community events on behalf of the residents and surrounding villages to promote Caistor and benefit the community and its businesses.
Please give details of any restrictions on membership to your organisation	None
Amount of Grant applied for	£200
Purpose of Grant <i>(Please continue on another sheet if required)</i>	To celebrate the 80th anniversary of VE Day. The 80th anniversary of VE Day will be recognised and celebrated across the nation and internationally by the allied nations on May 8th 2025. Street flags, lamp post signs, the beacon and music, refreshments, bell ringing and publicity notices etc to be organised in line with the national event's directive. Caistor, already listed on the official register of town's taking part from previous events (Queen's Platinum Jubilee, 80th D-Day Commemorations) will again appear in the public register of towns that took part mark this national event.
Has funding been sought elsewhere and, if so, please give details	No, this event is on behalf of the residents of Caistor and its surrounding villages to celebrate as a community this significant national and international event. Caistor Goes... is thankful that some local businesses may give small donations to support the event.
If your organisation has had a grant from the council in the previous year please supply a full report of the award	Caistor Goes organised, with the support of the Town Council, organised an event on June 6th 2024, to commemorate the 80th anniversary of D-Day landings alongside the rest of the nation. Flags and street decorative were put up around the town, a beacon was lit, with refreshments and posters, banners etc made to inform the public about the event.
Any other comments in support of your application <i>(Please continue on another sheet if required)</i>	



GRANT AWARD POLICY AND APPLICATION

Bank details for payment of grant.		Sort Code: 08.92.99	
		Account No: 65497234	
		Account Name: Caistor Goes Events Committee	
Please tick below to indicate you have provided the following evidence to support your application. (Please note that the Council is unable to consider applications that are not supported by adequate financial documentation)			
Full copies of your accounts for the last two years, or explanation why not supplied	Accounts will be available for the AGM	A recent bank statement for your organisation covering for last 3 months.	Attached
A detailed budget plan and supporting evidence		Your organisations Constitution, Terms of Reference or Rules (if available)	Attached
Please note that you are signing to indicate that you have read and understood the application process, policy, and that you will abide by the conditions and publication requirements of the grant, if made.			
Signature of person applying or the grant	Jayne Bowman		
Applicants name and position within the organisation	Jayne Bowman, Treasurer		
Contact Address	109a Brigg Road, Caistor, Lincolnshire		
Contact Email	jaynebowman@btinternet.com		
Contact Telephone Number	07791704216		

The Application Form should be completed in full and must be submitted, together with any supporting documentation, to the Town Clerk, Michelle Moss.

Email: clerk.caistortc@gmail.com

Address: Caistor Town Council, Town Hall, 14 High Street, Caistor, LN7 6TX

Tel: 01472 476122



GRANT AWARD POLICY AND APPLICATION

Name of Organisation	Caistor and District Lions
Total Membership of Organisation	45
The number, or percentage, of Caistor residents that the group supports	100%
Please give details of any restrictions on membership to your organisation	Members must be over 18 years of age. No restrictions on upper age limit.
Amount of Grant applied for	£2000
Purpose of Grant <i>(Please continue on another sheet if required)</i>	To help finance the annual bonfire and fireworks display for November 2025, but in particular the children's entertainment, the first display with no load bangs.
Has funding been sought elsewhere and, if so, please give details	Local businesses will be asked for sponsorship.
If your organisation has had a grant from the council in the previous year please supply a full report of the award	Caistor and District Lions have historically received a grant of between £1000 and £2,000 to help finance the annual bonfire and fireworks display from Caistor Town Council.
Any other comments in support of your application <i>(Please continue on another sheet if required)</i>	All costs have increased but we must now pay event insurance of approximately £1,100.00. This was previously covered by the Lions National Policy which we contribute too.



Caistor Town Council

GRANT AWARD POLICY AND APPLICATION

Bank details for payment of grant.		Sort Code: 51-81-34 Account No: 96674008 Account Name: Caistor and District Lions Club (Event Account).	
Please tick below to indicate you have provided the following evidence to support your application. (Please note that the Council is unable to consider applications that are not supported by adequate financial documentation)			
Full copies of your accounts for the last two years, or explanation why not supplied		A recent bank statement for your organisation covering for last 3 months.	
A detailed budget plan and supporting evidence		Your organisations Constitution, Terms of Reference or Rules (if available)	
Please note that you are signing to indicate that you have read and understood the application process, policy, and that you will abide by the conditions and publication requirements of the grant, if made.			
Signature of person applying or the grant			
Applicants name and position within the organisation		Stephen Gaughan, Secretary	
Contact Address		32 Rawlinson Avenue, Caistor, Lincs LN7 6NQ	
Contact Email		Stevegaughan1759@outlook.com	
Contact Telephone Number		07398 667446	

The Application Form should be completed in full and must be submitted, together with any supporting documentation, to the Town Clerk, Michelle Moss.

Email: clerk@caistortowncouncil.gov.uk

Address: Caistor Town Council, Town Hall, 14 High Street, Caistor, LN7 6TX

Tel: 01472 476122



Caistor Town Council

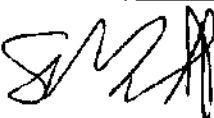
GRANT AWARD POLICY AND APPLICATION

Name of Organisation	Caistor Foodbank Charity No. 1200542
Total Membership of Organisation	62 Households, which includes 81 adults and 54 children
The number, or percentage, of Caistor residents that the group supports	46 Households, which includes 60 adults and 42 children
Please give details of any restrictions on membership to your organisation	We don't support anyone outside of WLDC area. They also have to be within 10 miles radius from Caistor. We will consider supporting any household within our criteria who are in financial crisis and need our support. All new applicants are financially checked to ensure we are helping those in need.
Amount of Grant applied for	£983.08
Purpose of Grant <i>(Please continue on another sheet if required)</i>	To provide foodbank clients living in Caistor with a Christmas hamper to ensure they have what they need for a Christmas meal. This hamper is in addition to their normal food parcel, which contains enough provisions for 3 days and most clients are entitled to a parcel once a fortnight.
Has funding been sought elsewhere and, if so, please give details	No
If your organisation has had a grant from the council in the previous year please supply a full report of the award	n/a



Caistor Town Council

GRANT AWARD POLICY AND APPLICATION

Any other comments in support of your application <i>(Please continue on another sheet if required)</i>		It is unfortunate that families in our area are in need of our support, we try to advise them or pass them on to professional advisers who can help our clients with any debts or financial assistance/management they need to enable them to become self-sufficient and no longer need our support. However, with Christmas approaching we would like to be able to take the stress away from our clients having to provide a Christmas dinner, or to even decide whether to heat or eat.	
Bank details for payment of grant.		Sort Code: 53-81-15 Account No: 81760426 Account Name: Caistor Food Bank	
Please tick below to indicate you have provided the following evidence to support your application. (Please note that the Council is unable to consider applications that are not supported by adequate financial documentation)			
Full copies of your accounts for the last two years, or explanation why not supplied	Our first set of accounts aren't due to the charity commission until 29 th December 2024	A recent bank statement for your organisation covering for last 3 months.	Attached
A detailed budget plan and supporting evidence	Attached	Your organisations Constitution, Terms of Reference or Rules (if available)	Attached
Please note that you are signing to indicate that you have read and understood the application process, policy, and that you will abide by the conditions and publication requirements of the grant, if made.			
Signature of person applying or the grant			
Applicants name and position within the organisation	Susan Milne Trustee		
Contact Address	8 Wold View Rothwell LN7 6BA		
Contact Email	sue@caistor-foodbank.org		
Contact Telephone Number	07714 624608		

CAISTOR FOODBANK**CHRISTMAS HAMPER PROJECT 2024**

Item	Number	Cost	Shop	Total cost	Brand	
Meat Joint	46	3.29	Aldi	£151.34	Oakhurst range, serves 3-4	
Pigs in blanket	46	1.99	Aldi	£91.54	Let's Party range, 12pk	
Stuffing	46	0.45	Aldi	£20.70	Quixo, 170g	
Gravy	46	1.49	Aldi	£68.54	Specially Selected Chicken	
Roast Potatoes - Frozen	46	0.99	Aldi	£45.54	Everyday Essentials	
Tinned Peas	46	0.28	Aldi	£12.88	Everyday Essentials	
Tinned Carrots	46	0.49	Aldi	£22.54	Four Seasons	
Tinned Potatoes	46	0.38	Aldi	£17.48	Everyday Essentials	
Yorkshire puddings - frozen	46	0.46	Aldi	£21.16	Everyday Essentials	
Xmas pudding small	28	0.89	Aldi	£24.92	Holly Lane, 100g	
xmas pudding large	18	1.99	Aldi	£35.82	Holly Lane, 400g	
Mince pies	46	1.25	Aldi	£57.50	Holly Lane, 6pk	
Selection Boxes	25	1.15	Various	£28.75	Cadburys	

CAISTOR FOODBANK

CHRISTMAS HAMPER PROJECT 2024

Custard	46	0.69	Aldi	£31.74	Dessert Menu	
Chocolate coins	25	0.99	Aldi	£24.75	Dairyfine	
Crisps	46	1.15	Aldi	£52.90	Specially Selected Limited Edition	
Crackers for cheese	46	1.25	Aldi	£57.50	Savour Bakes	
Savoury Nibbles	46	0.99	Home Bargains	£45.54	Mixed tray of four snacks	
Nuts	46	1.65	Aldi	£75.90	Foodie Market, 200g	
Cheese (waxed)	27	0.99	Aldi	£26.73	Aldi	
Cheese (block)	19	1.59	Aldi	£30.21	Aldi	
Soft Cheese	46	0.85	Aldi	£39.10	Aldi	
Total Cost				£983.08		



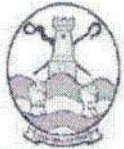
Caistor Town Council

GRANT AWARD POLICY AND APPLICATION

Name of Organisation	Caistor Tennyson
Total Membership of Organisation	148 Registered players but doesn't include adult volunteers, or 116 participants or those children who simply train.
The number, or percentage, of Caistor residents that the group supports	
Please give details of any restrictions on membership to your organisation	None
Amount of Grant applied for	£500
Purpose of Grant <i>(Please continue on another sheet if required)</i>	Contribution towards a grass and fertiliser spreader to attach to the back of the ride on mower to improve efficiency of ground maintenance and effectiveness of treatments.
Has funding been sought elsewhere and, if so, please give details	No
If your organisation has had a grant from the council in the previous year please supply a full report of the award	No
Any other comments in support of your application <i>(Please continue on another sheet if required)</i>	Given the current issues with the grounds with the chafe bug, we anticipate higher maintenance costs in 2024/2025 to keep the pitches playable and would appreciate the grant to help with the equipment costs. All 8 teams

P.T.O

have winter training provisions for the 2024/2025 winter to help preserve ground condition for home matches, which has come at considerable costs to the club and a drain on reserves. Copies of invoiced costs can be provided at request. If winter training continues until March 2025, it currently on average costs £1100 per month → over £5000 for winter all weather pitch hire. We are not increasing monthly subs to cover this.



Caistor Town Council

GRANT AWARD POLICY AND APPLICATION

Bank details for payment of grant.		Sort Code: 40 - 40 - 24	
		Account No: 82332442	
		Account Name: Caistor Tennyson Tigers	
Please tick below to indicate you have provided the following evidence to support your application. (Please note that the Council is unable to consider applications that are not supported by adequate financial documentation)			
Full copies of your accounts for the last two years, or explanation why not supplied	I have only been treasurer for over a yr so only prepared 2024 accounts.	A recent bank statement for your organisation covering for last 3 months.	Attached
A detailed budget plan and supporting evidence	No budgets prepared.	Your organisations Constitution, Terms of Reference or Rules (if available)	N/A.
Please note that you are signing to indicate that you have read and understood the application process, policy, and that you will abide by the conditions and publication requirements of the grant, if made.			
Signature of person applying or the grant			
Applicants name and position within the organisation	Rachael Crowder Treasurer		
Contact Address	Rest Haven North Kelsey Rd, LN7 6SF		
Contact Email	rachael@rncrowder.co.uk		
Contact Telephone Number	07904 382243		

The Application Form should be completed in full and must be submitted, together with any supporting documentation, to the Town Clerk, Michelle Moss.

Email: clerk@caistorcouncil.gov.uk

Address: Caistor Town Council, Town Hall, 14 High Street, Caistor, LN7 6TX

Tel: 01472 476122

Police Report 7th November 2024

I'm once again in the fortunate position where I have little to report regarding incidents for the area. I will continue to request that you ask members of the public to report on 101, 999 or via online reports. To give you an idea of the calls for service we have received:

Since 1st July we have had 12 online reports.

Since 1st of October we have had 148 101 or 999 calls. Out of those calls:

51 are non-attendance.

8 missing person / concern for safety.

27 traffic related incidents.

	Oct-24	Oct-23	Guideline Year (Jan-19 to Dec-19)	Guideline to Current Rolling 12 Month Volume Change	Guideline to Current Rolling 12 Month % Change	Rolling 12 Month Period from Nov-23 to Oct-24	Rolling 12 Month Period from Nov-22 to Oct-23	Rolling 12 Month Volume Change	Rolling 12 Month % Change
⊕ All Other Occurrences	5	3	0	30	-	30	14	16	114.3%
⊕ Arson & Criminal Damage	3	6	788	-728	-92.4%	60	98	-38	-38.8%
⊕ Burglary	2	0	642	-621	-96.7%	21	42	-21	-50.0%
⊕ Crimes Against Society	3	5	130	-115	-88.5%	15	13	2	15.4%
⊕ Drug Offences	0	0	113	-110	-97.3%	3	1	2	200.0%
⊕ Possessions of Weapons	0	0	45	-44	-97.8%	1	2	-1	-50.0%
⊕ Public Order	2	2	396	-351	-90.9%	35	32	3	9.4%
⊕ Robbery	0	0	17	-17	-100.0%	0	0	0	-
⊕ Sexual Offences	2	2	301	-281	-93.4%	20	23	-3	-13.0%
⊕ Theft Offences	7	3	1,050	-1,006	-95.8%	44	49	-5	-10.2%
⊕ VATP	9	17	2,145	-1,911	-89.1%	234	222	12	5.4%
⊕ Vehicle Offences	2	1	331	-308	-93.1%	23	18	5	27.8%

TYPE	OFFENCE DATETIME	NOTICE TYPE	CCCJS OFFENCE DESC	VEHICLE MAKE	Street	Town
092/61	18/10/2024	Penalty Notice for Disorder	Possess a controlled drug of Class B - Cannabis / Cannabis Resin		TENNYSON DRIVE	DUNHOLME
804/01	01/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without reasonable consideration to other users	MERCEDES	A156	TORKSEY LOCK

03/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without due care and attention	MERCEDES		A15	GRANGE DE LINGS
04/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without reasonable consideration to other users	VAUXHALL		B1241, Stow Road	STURTON BY STOW
04/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without reasonable consideration to other users	RENAULT		B1398, Middle Street	GLENTWORTH
05/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without due care and attention	FORD		Unnamed Rd	WILLOUGHTON
12/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without due care and attention	CITROEN		B1205	Grayingham
15/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without due care and attention	MAZDA		A15 Folkingham Road	Morton
16/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without due care and attention	BMW		A156 Gainsborough Rd	GATE BURTON
19/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without reasonable consideration to other users	PEUGEOT		Walkerith Rd	WALKERITH
21/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without due care and attention	APRILIA		A46 Caistor Rd	MARKET RASEN
21/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road /	AUDI		LEA ROAD	GAINSBOROUGH

			in a public place without due care and attention				
	27/10/2024	Endorsable Notice	Drive a mechanically propelled vehicle on a road / in a public place without reasonable consideration to other users	MERCEDES		B1211 Brocklesby Rd	BROCKLESBY
	18/10/2024	Endorsable Notice	Driver not in position to have proper control - endorsable offence	JCB		EASTFIELD LANE	WELTON
	28/10/2024	Endorsable Notice	Driver not in position to have proper control - endorsable offence	MINI		TRINITY STREET	GAINSBOROUGH
	06/10/2024	Non Endorsable Notice	Drive a motor vehicle otherwise than in accordance with a licence - non-endorsable offence	FORD		A46	NETTLEHAM
	05/10/2024	Endorsable Notice	Use a motor vehicle on a road / public place without third party insurance	MERCEDES BENZ		TEALBY CLOSE	GAINSBOROUGH
	14/10/2024	Endorsable Notice	Use a motor vehicle on a road / public place without third party insurance	SEAT		GAINSBOROUGH ROAD	LEA
	19/10/2024	Non Endorsable Notice	Drive a vehicle when the registration mark fails to conform with regulations	AUDI		STATION APPROACH	GAINSBOROUGH
	06/10/2024	Non Endorsable Notice	Use a motor vehicle on a road without a valid test certificate	FORD		A159	GAINSBOROUGH
	14/10/2024	Non Endorsable Notice	Use a motor vehicle on a road without a valid test certificate	VAUXHALL		A46	NETTLEHAM
	28/10/2024	Non Endorsable Notice	Use a motor vehicle on a road without a valid test certificate	KIA		RIBY ROAD	CAISTOR
	11/10/2024	Endorsable Notice	Use a motor vehicle / trailer with tyre with any of the ply / cord exposed	FORD		ROSEWAY CAR PARK	GAINSBOROUGH
	05/10/2024	Endorsable Notice	Use a motor vehicle / trailer with equipment likely to cause danger of injury	MITSUBISHI		WILLINGHAM ROAD	MARKET RASEN

25/10/2024	Non Endorsable Notice	Use a motor vehicle on a road when there was insufficient transmission of light through the vehicle glass	MERCEDES		A16	WAITHE
27/10/2024	Endorsable Notice	Drive on road other than motorway, fail comply with red / green arrow / lane closure light signals	AUDI		B1190 Branston Causeway	BARDNEY
25/10/2024	Endorsable Notice	Drive on road other than motorway, fail comply with red / green arrow / lane closure light signals - automatic equipment	ZZ - UNKNOWN		WIGFORD WAY	CAISTOR
09/10/2024	Endorsable Notice	Motor vehicle fail to comply with solid white line road markings - manned equipment	BMW		A57 Dunham Road	Newton on Trent
10/10/2024	Endorsable Notice	Motor vehicle fail to comply with solid white line road markings - manned equipment	AUDI		A46	OWERSBY MOOR
16/10/2024	Endorsable Notice	Motor vehicle fail to comply with solid white line road markings - manned equipment	VAUXHALL		A15	Ingham
26/10/2024	Endorsable Notice	Motor vehicle fail to comply with solid white line road markings - manned equipment	FORD		A161 Haxey Gate Rd	HAXEY
27/10/2024	Endorsable Notice	Motor vehicle fail to comply with solid white line road markings - manned equipment	FORD		A15	BLYBOROUGH GRANGE
05/10/2024	Non Endorsable Notice	Use on a road a motor vehicle / trailer with a load which was insecure / in a position likely to cause danger	MINI		WILLINGHAM ROAD	MARKET RASEN
06/10/2024	Endorsable Notice	Use a handheld mobile phone / device while driving a motor vehicle on a road - endorsable offence	FORD		A158	LANGWORTH

11/10/2024	Endorsable Notice	Use a handheld mobile phone / device while driving a motor vehicle on a road - endorsable offence	FORD		GREETWELL ROAD	CHERRY WILLINGHAM
13/10/2024	Endorsable Notice	Use a handheld mobile phone / device while driving a motor vehicle on a road - endorsable offence	HYUNDAI		LEA ROAD	GAINSBOROUGH
14/10/2024	Endorsable Notice	Use a handheld mobile phone / device while driving a motor vehicle on a road - endorsable offence	MINI		BRIDGE STREET	GAINSBOROUGH
14/10/2024	Endorsable Notice	Use a handheld mobile phone / device while driving a motor vehicle on a road - endorsable offence	AUDI		A156 GAINSBOROUGH ROAD	GAINSBOROUGH
14/10/2024	Endorsable Notice	Use a handheld mobile phone / device while driving a motor vehicle on a road - endorsable offence	PEUGEOT		A156 GAINSBOROUGH ROAD	GAINSBOROUGH
22/10/2024	Endorsable Notice					

Caistor Lions Proposal re Lights/Tree

We are available to remove the town Christmas Tree next January ,Sunday 12th is the scheduled date. We would like to do a contra deal, we'll take the old Christmas lights in exchange for removing and recycling the tree.



Minutes of the Caistor Town Council Estates Committee held at 7:00pm at the Arts & Heritage Centre on 22 October 2024

Present: Cllr S. Davey, Cllr S. Hodson (Chair), Cllr A. Somerscales, Cllr A. Clark,

In Attendance: Michelle Moss, Kim Hodson - Estates,

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: 3447**
Apologies had been received from Cllr Wight and Cllr Somerscales noted that he would arrive late.
- 2. To receive declarations of interest and requests for dispensations in relation to agenda items and to consider granting requests for dispensations - Ref: 3448**
Cllr Davey noted an interest in 5g.
- 3. Public participation - 10 minutes - items raised which are not on the agenda will be referred to a later meeting, if appropriate - Ref: 3449**
None
- 4. To approve the draft minutes of the Estates Committee meeting on 27th August 2024 - Ref: 3450**
RESOLVED that the minutes of the meeting held 27th August 2024 be approved as a true record of the meeting and signed by the chair.
All in favour
- 5. Play Areas and Parks - Ref: 3451**
It was noted that the external play inspection has been scheduled for 18th December 2024.
 - a) Consider the quotes for the slide surface repairs and replacement of surfaces in all parks - Ref: 3452**
Quotes for slide surface replacement had previously been considered. Two contractors had visited the play areas and assessed the surface area requirements for all surfaces at the play areas. Both contractors had been largely in agreement that the majority of surfaces needed replacing or are reaching the end of their useful life. Both had advised to prioritise the risk rather than a specific play area. It was noted that one of the quotes was actually an estimate, with quite a few exclusions, and didn't have a lot of detail; the other quote was detailed with minimal exclusions. There is a 8-10 week lead time, but not recommended to replace surface areas in cold or wet, so likely to be Spring when the work is completed. The available budget was discussed and the surfaces prioritised as the slide and swings at South St Park, patch repair to the multiplay, the climber and swing surfaces at Millfields and if budget permits, the see saw at Sports ground.
RESOLVED to proceed with OLP quote, but to try to negotiate the price now we have a firm understanding of what is necessary.
All in favour
 - b) Consider the arm curl pad replacement at Sports Ground following vandalism - Ref: 3453**
It was noted that: the pads had been vandalised; the replacement pads are £198.92 ex VAT; the cost of keep replacing them is not sustainable.
RESOLVED to replace the pads this time, but note on facebook that CTC need to consider the ongoing costs of continued repairs to the equipment if they continue to be vandalised.
All in favour
 - c) Consider the proposal to replace the 3 cradle seats at South St Park - Ref: 3454**
Cllr Somerscales joined the meeting.
The cost of the replacement swings was noted at £380 plus delivery (ex VAT). The rubber on the swings is deteriorating and they are in need of replacement.
RESOLVED to purchase the replacement cradle seats and Cllr Hodson/Kim will fit.
All in favour

These are draft minutes and have not been formally approved and adopted



d) Consider action required regarding the Junior multiplay rotten ground fixing at South St Park - Ref: 3455

It was noted that the wooden fixtures supporting the junior multiplay are starting to rot and will very soon need replacing, and some of the steps are starting to split again. It was noted that CTC have not budgeted for repairing the multi play and it was not raised on the risk assessment completed last December. It was agreed to wait to see what the RA in December recommends about the equipment before deciding how to proceed.

e) Consider what action to take regarding the pothole at the entrance to the Sports Ground off Kelsey Rd - Ref: 3456

It was noted that there is a pothole at the entrance to the sports ground car park, it has been filled many times in the past, and could do with a long term solution. It was decided to park this issue for now as there is no budget available to fix it at the moment.

f) Consider the proposal to replace the white fencing at cricket ground which is rotting - Ref: 3457

It was noted that this repair was included in the budget forecast for 25/26 - the repair quote is for a like for like replacement. It was noted that a fence with concrete posts and metal tubing or composite fencing would last for longer than the wooden fencing. It was decided that Cllr Clark would investigate the comparison cost for alternative types of fencing and defer a discussion about this until a later meeting.

g) Lions notice of proposed work at South St Park after the fireworks. - Ref: 3458

RESOLVED to approve the offer from the lions.

All in favour

h) Consider the proposal for refurbishment of sports ground toilet project (£2000 in EMR) - Ref: 3459

It was noted the proposal includes plumbing, electrics, ceiling, COSHH, paint materials (assumes volunteers will do the painting). The merits and effectiveness of a heater were discussed, including the potential ongoing costs. RESOLVED to go ahead with the work and ask Full Council to move the funds from EMR to this years budget. It was agreed that the ongoing effectiveness and cost of the heater would be monitored.

All in favour

i) To consider action to address the signs of chaffer grubs at South St park and football end of sports ground - Ref: 3460

It was noted that: the football club had also sent an email today about the chaffer grubs and damage on orchard bottom field; the football club had said previously said the main pitch is not really playable due to weeds and condition; the football club had recently sprayed some areas for chaffer grubs; committee members thought the chemicals were only effective in the spring and that the mechanical removal of bugs was also only effective in spring.

RESOLVED to suggest a meeting with the football club to discuss the grubs, action and ongoing care of the pitches.

6. Cemetery and Church - Ref: 3461

a) To consider the proposal for installing a notice board at the cemetery - Ref: 3462

It was noted that there is no budget for this project this year and full council had decided it is not a priority and not to include the project in the proposed budget for 25/26. Therefore decided to park the project for now.

b) To consider the proposal for tidying up the areas behind the railings at the sides of the car park - Ref: 3463

It was noted that there is no budget for this project this year and full council had decided to include the project in the proposed budget for 25/26. Therefore the project will be discussed again towards the start of the next financial year.

c) To review the plan for memorial inspections and agree start date - Ref: 3464

It was noted that apart from the church and cong chapel memorial mapping, everything is now in place to start the inspections. The plan suggests completing some test inspections initially to self train in use of the inspection software, advertise the inspections throughout November (or for at least 30 days) and start the actual testing thereafter. RESOLVED to implement the plan for testing.



All in favour

d) To consider the proposal to increase memorial fees for headstones with kerbs - Ref: 3465

It was noted that the kerb memorials cause a significant amount of additional work to cut around and that the fees should be adjusted to reflect the additional work over the life of the memorial. RESOLVED to increase the fees for memorials with kerbs to £400 wef 1st November 2024.

All in favour

7. Allotments - Ref: 3466

a) Allotment inspection update - Ref: 3467

The inspection report had been circulated prior to the meeting. It was noted that plot 6a had erected 2 poly tunnels without permission and had a tree in a pot on the plot on the day of inspection; plot 6b is now vacant. RESOLVED that plot 6a is allowed the poly tunnels, but must not plant any trees on the plot.

All in favour

b) To consider the costs and work required to repair the allotment hedge and agree next steps - Ref: 3468

It was noted the cost of hedge materials to repair and fill the gaps would be iro £130- £150; there is money left in the allotment budget for this year.

RESOLVED to go ahead and that Cllr Hodson would organise the purchase and planting of the hedge plants.

All in favour

8. To consider Tree survey for all CTC trees and necessary action - Ref: 3469

All councillors had analysed the report prior to the meeting. It was noted that some of the trees in the report do not belong to CTC, including the one which fell across the road on Saturday.

RESOLVED to get quotes for the work recommended as moderate and low in the report and look to at least get the moderate work completed this financial year.

All in favour

9. Consider the quotes for repairing the cracked notice board at the market place - Ref: 3470

It was noted that there is currently no available budget for this repair and that the notice board is not currently leaking. RESOLVED to park this repair for now.

All in favour

10. To consider estates winter tasks and agree next steps - Ref: 3471

Councillors had considered the list of jobs circulated prior to the meeting. Kim Hodson agreed to review the list in full and add any additional tasks for review at the next meeting.

11. To consider the grass cutting requirements for 25/26 and agree next steps - Ref: 3472

It was noted that Dyne Group had been appointed on a 2 year contract last year to cut the parks and amenity grass. The budget for the church, cong church and cemetery had been cut by £3000 at the last council meeting for 2025 season. It was agreed that the congregational church could be cut once a month, the rear of the church once or twice a year, the front of the church, a path through the back and the cemetery will need doing 16 times throughout growing season. RESOLVED to approach contractors for quotes on that basis and discuss at the next estates meeting.

All in favour

12. To consider the damp patch in the town hall and the corresponding missing brick and agree next steps - Ref: 3473

This item was deferred until the next meeting due to time constraints.

13. Date for next meeting - Ref: 3474

The next planned meeting is in January but cllrs felt a meeting is needed in December - Agreed 17th December 2024.

Meeting closed at 9:20pm

These are draft minutes and have not been formally approved and adopted

Estates Proposal for replacement surfaces at parks

We have prioritised the following work

1. Replacement and/or repair of surfaces at South St Park – Slide (replacement), Cradle swings (edge repair), Flat swings (new surface incl. extension) and Junior Multiplay (repair) (£13,219)
2. Replacement surfaces at Millfields – Climber and swings (£13,054)

The work done will be done March/April time in 2025. This will enable us to utilise the remaining budget for 2024/25 and planned allocation from the 25/26 budget.

We have approx. £5,000 remaining in our 24/25 budget, would need £6000 from reserves and and to utilise the CIL money

We have £12,500 allocated in the 25/26 budget, so would overspend by approx. £500.

Town hall leak



Government Consultation on Remote Meetings and Proxy Voting

Ministerial Foreword

The government has set out its intention to reset the relationship between central and local government as partners in delivering better outcomes for the communities we collectively represent. Key to this is supporting the sector to modernise democratic engagement, raise standards and widen the range of candidates standing for council by removing unnecessary barriers.

The attendance of elected members at local authority meetings is a core part of the democratic process at the local level and is integral to members carrying out their functions effectively. In addition to the value of members coming together to debate and discuss the issues which impact the lives of the people they represent; it is also important that local residents have the opportunity to engage directly with the people they have elected to take key decisions on their behalf.

At the same time, the government recognises that there are circumstances in which it may not always be possible for members to attend council meetings in person. It is with this in mind that the government intends to amend the law to introduce provisions for remote attendance at local authority meetings.

The intent is that this increased flexibility will strike the balance between the principle that significant in-person engagement remains vitally important, and a recognition that there will sometimes be a need to accommodate members' requirements to attend council meetings remotely. We hope it will encourage a wider diversity of people willing and able to stand and actively participate in local democracy by creating improved conditions where meetings are accessible and inclusive.

In addition, we are seeking views on the possible introduction of proxy voting for those occasions when an elected member, due to personal circumstances, may be unable to attend even remotely, for example during maternity, paternity or adoption leave.

In line with the government's commitment to working with local government to establish partnerships built on mutual respect, genuine collaboration, and meaningful engagement, this short consultation seeks your views on the detail and practical implications of this proposition to inform our ongoing policy development.

Proxy voting

Proxy voting is a form of voting whereby a member of a decision-making body may delegate their voting power to another representative to enable a vote in their absence.

It is possible some members may find that, due to their personal circumstances, they are temporarily unable to participate in meetings even if remote attendance provisions are in place. Provisions for proxy voting could provide additional flexibility to those who really need it on a time-limited basis, allowing affected members to indirectly exercise their democratic duty, participate in their local authority's governance, and ensure that their views are taken into consideration. In the context of local authorities, the representative would have to be another elected member of the local authority.



Public Tracking Report

Memorial management and safety inspection testing	Ref: 21340	Created: 15/03/2023
Complete Tree survey for all CTC trees	Ref: 23396	Created: 22/06/2023
Deputy clerk recruitment	Ref: 24311	Created: 28/07/2023
Ownership of market place and Cornhill /Land registry search	Ref: 24361	Created: 05/12/2023
2-4 Market Place - Build	Ref: 24371	Created: 15/12/2023
Paint the town hall ramp railings	Ref: 24471	Created: 29/05/2024
Christmas Lights 2024	Ref: 24476	Created: 04/06/2024
Play area surface replacements	Ref: 24524	Created: 11/07/2024
Kims retirement notice and recruitment	Ref: 24570	Created: 06/08/2024
Refurbishment of the toilet at the sports ground	Ref: 24723	Created: 24/10/2024
Health and safety review	Ref: 24771	Created: 05/11/2024

Estates committee update. November 2024

Since the last Council meeting we have had one estates meeting on 22th October

Memorial inspection : preparations continue with the inspection documents. Policies, risk assessments, press releases and web site updates. Signs have been made and are ready for use.

Play equipment repairs: some minor repairs have been carried out at south park, the sports ground and Millfields. Patch repairs were carried out on the soft play surfaces, 7 small areas / holes were prepared and filled.

21st October a working party met (Cllr Somerscales, Hodson, Michelle Moss,) to clean leaves, moss and grass from the play surfaces at South park and the sportsground.

The Estates committee have made a comparison / analysis of the quotes for play surface replacement and brought forward a recommendation for full council to Consider. We have a fixed price quote from OLP.

Sports & Social club: A window unit was replaced where the double glazing has failed. The loft ladder has been quoted and the work agreed.

Estates Operative: A full update was provided for all councillors prior to the EGM on 31st October. As agreed the job details / advert have been updated and the vacancy has been re-advertised to a wider area.

South Park: Following the bonfire, Caistor Lions (Rob Turner) has reinstated the bonfire area and re-seeded it. The goal posts have been removed for re-painting, 2 hollowed areas at the goal mouth and centre spot have been topsoiled and re-seeded.

3 cradle swing seats have been bought to replace those in South Park, one was replaced last year.

Kelsey rd. Sportsground: Vandalism - The arm curl pad has been broken off and smashed, estates committee voted to replace this but also monitor use of the gym equipment and any further signs of vandalism.

Lincolnshire fencing in the sports ground car park has been broken down and smashed up, this has been replaced at the materials cost only.

Chafer Grubs : It has been noted that chafer grubs have returned to South Park and have been found in the bank area in significant numbers. Chafer grubs are also evident by damage caused in the Kelsway sports ground area (Orchard Bottom), turf appears to be being dug up by birds and badgers. There are some signs of birds digging for chafer on the cricket ground close to the old practice nets.

Cemetery: Committee voted to increase the memorial fees for headstones with kerbs to £400.

Grass cutting 2025 / 26 : Grass cutting in the back of the church yard will only be done once per year, with a path mown through the area. The front of the church will be allocated 16 cuts as will the cemetery, the congregational church yard will be cut once per month. Tenders will go out to contractors on this basis.

Health and safety training: on 29/10/24 Cllrs Davey, Hodson and Michelle Moss attended a day course for Health and Safety run by Worknest, Health & Safety consultants.

Report of District Councillor Owen Bierley to Caistor Town Council,

14th November 2024

(Prepared Wednesday, 6th November)

Community

The Council's Budget Consultation (for the financial year 2025 – 2026) is presently underway. We were unable to proceed with our event on Caistor Market on Saturday, 19th October owing to torrential rain, though the one on Monday, 28th October did go ahead in the much more amenable surroundings of Caistor Arts & Heritage Centre, 28 Plough Hill! Anyone wishing to input their priorities and views may do so online up to 9.00 a.m. on Monday, 25th November by visiting: <https://online1.snapsurveys.com/interview/22092157-258c-4a92-a81c-873e57465066> Thank you.

We are also consulting on our new Economic Growth Strategy for 2025 – 2030, the aim of which is to foster a dynamic, vibrant, resilient and inclusive economy that supports sustainable growth, meets the challenges of climate change and fulfils the economic potential of the district, benefiting all our communities and confirming West Lindsey's role in the wider regional economy. This survey closes at 9.00 a.m. on Monday, 9th December and the link to take part is: <https://online1.snapsurveys.com/interview/da47a9ab-129b-4865-8b84-6dcf2f08cdd1> Thank you.

The Statutory Review of Polling Districts, Polling Stations and Polling Places in West Lindsey has been completed and was adopted this month. The arrangements for Cabourne and Caistor will remain unchanged, with the Town Hall serving as the polling station for electors in both parishes. When the paper was prepared Cabourne had 58 electors (including 9 postal voters) and Caistor 2445 electors (including 392 postal voters). The next review is scheduled to take place in 2029.

The District Council's new Neighbourhood Development Fund seeks to support local place leaders such as Parish and Town Councils, charities, community organisations and social enterprises to develop new projects that align with Neighbourhood Plans and respond to the needs of their community. It provides revenue grants with two aims, firstly the *Development of Neighbourhood Projects* by supporting development work to understand the needs, requirements, or evidence for the delivery of projects aligned to neighbourhood priorities, including feasibility studies, architectural designs and other professional or consultancy expenditure. The second is *Neighbourhood Plan Support* by helping to enhance or review Neighbourhood Plans to incorporate community spaces or community infrastructure, including business planning advice, policy support or specialist advice. The Grants and Funding page on our website provides details of all of our available funding schemes and includes Guidance Notes setting out the criteria and eligibility for each of them. To apply to the Neighbourhood Development Fund organisations should firstly complete an Expression of Interest Form to help ensure that both the organisation and the project are eligible. Please visit: <https://www.west-lindsey.gov.uk/funding> or e-mail the team at: funding@west-lindsey.gov.uk Interest in this timely opportunity is likely to be high.

The District Council continues to promote its Workforce Development Grant scheme with the aim of enabling employers to address skills shortages and training needs within the workforce. The eligibility criteria include not only businesses but also community-based organisations. This is a time-limited opportunity that will close to new applications on Tuesday, 31st December, or when all of the funding has been fully allocated. Accordingly anyone considering applying is advised to complete an Expression of Interest form to engage the advice and support of officers: <https://www.west-lindsey.gov.uk/communities-safety/grants-funding/workforce-development-grant>

The Council's Home Energy Advice Team has bolstered its efforts to remedy problems in cold homes by integrating thermal imaging cameras into their toolkit. Each team member is now equipped with this advanced technology and can easily identify sources of heat loss in homes that

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would otherwise remain invisible. This initiative aims to enhance the team's ability to assist residents in keeping their homes warmer, particularly during the colder months. One of the most effective and economical measures to combat heat loss is through draught proofing. With the thermal imaging cameras our team can now pinpoint areas for improvement with greater precision, ensuring more targeted and efficient solutions for residents. The Home Energy Advice Team is dedicated to providing guidance on enhancing energy efficiency in homes, focussing on hard-to-treat homes and is keen to reach residents who have not received support before, to help ensure equitable access to funding and energy-saving measures. From draught proofing to grant funding for air source heat pumps, they offer a range of solutions tailored to individual needs. Residents interested in support from the Home Energy Advice service, can schedule a home visit by contacting the team on 01427 675199 or via email to: energy.advice@west-lindsey.gov.uk

Our popular and highly successful Councillor Local Initiative Fund, specifically designed to assist in bringing forward and delivering small-scale community projects remains open, with each member having an allocation of £4,000.00 for the four-year term of the Council. Please would anyone considering applying to this fund contact either Angela or me in the first instance?

The Council publishes a highly valuable, monthly, Business E-Brief, the link to subscribe is: <https://www.west-lindsey.gov.uk/business-services-support/business-support-advice/business-e-brief> Related to this, residents are invited to sign up to receive a digital copy of West Lindsey News using: <https://public.govdelivery.com/accounts/UKWESTLINDSEY/subscriber/new?preferences=true>

Almost one hundred and fifty businesses are now part of West Lindsey's Think Local campaign, including eleven based in or around Caistor. Listings are offered completely without charge. To view the full, current, list of those participating please follow this link to the Council's website: <https://www.west-lindsey.gov.uk/my-services/my-community/think-local>


Organisers are invited to publicise their forthcoming events and functions through the Council's website at: <https://www.west-lindsey.gov.uk/events> NB. The link includes a comprehensive but easy to complete on-line Event Submission Form and again this service is offered free of charge. As such it is a useful means of promoting one-off or regular dates in the community calendar to a wider audience throughout West Lindsey, potentially also helping to increase visitor numbers.

Good causes registered with the West Lindsey Lottery are presently on track to share in £20,592.00 of additional and much needed income this year. Caistor, with around 2.7% of the population of the District, has seven registered Good Causes benefiting from a combined 6.19% share of the lottery income. Draws take place at 8.00 every Saturday evening with many prizes to be won up to a jackpot of £25,000.00, with promotional 'add-ons' offered too. For example, supporters have the chance to win a PS5 Pro bundle worth £1,000.00 (or to take that amount in cash) in the Super Draw on Saturday, 30th November. The Referral Prize Draw enables existing supporters to recommend the lottery to their family and friends and gives each party an entry into an exclusive monthly £200.00 draw for an Amazon Gift Card upon any new sign up. To register, buy tickets, or for more detailed information, please visit: <https://www.westlindseylottery.co.uk>

Environment

No fewer than 7,352 households from throughout the district took part in this years Garden Waste Consultation, held over the late summer. The results showed a clear preference to maintain the service as it is currently configured, i.e. with 18 fortnightly collections made between March and November. These are delivered on a cost recovery basis and this indicates a charge of £46.00 per bin for 2025, an increase of £2.00 (3.5%). Separately, feedback from the Citizens' Panel shows that customer satisfaction with the green bin service increased further in 2023. Related to this I'm pleased to advise that our popular collection calendars will again be delivered to every home!

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