



**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

Signature:



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 Cllrs Hodson, Davey and 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

Signature: