



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on Thursday 13 February 2025 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  
06/02/2025

## **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 9th January 2025
6. Finance
  - a) To approve the Accounting Statements for period ending 31/01/2025
  - b) To approve the Schedule of Payments
  - c) To decide who to appoint as the internal auditor for 24/25 review
  - d) To consider if any of the unspent budget provision for projects/non-operational expenditure for 24/25 needs moving to earmarked reserves
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
  - e) Town Hall Management Committee
  - f) Caistor in Bloom
  - g) CDCT - 2-4 Market Place/ Build
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



- bi) To consider the number of councillors on the Estates committee and agree additional membership if appropriate
  - bii) To consider the proposed grass cutting agreement from Highways and agree whether to continue with this delegated responsibility
  - biii) To consider and agree the inflationary uplift for the second year of the grass cutting agreement with Dyne Group
  - c) Play areas working group
  - d) To consider forming a Health and Safety working group to review recommendations and support implementation proposals from Worknest
9. To receive an update from the councillor inspection of assets Councillor walkabout 23rd Jan 25 and consider any action required
10. To consider the current issues with the market and the proposed solution including approval of a market policy
11. To consider the proposed electrical feeder pillars policy, controls and user guide and agree next steps
12. To consider what to do about lack of room for October meeting
13. Policy Review: Social Media Policy(19678)
14. Clerks Report & Parish Matters
- a) Respond to Lincs Cricket request to use cricket pitch(24910)
  - b) To consider the date and format of this year's APM
  - c) To consider digitally scanning the Caistor burial records which are held at Lincolnshire archives
  - d) To note the tennis club licence agreement expires on 31st March 2025 and agree action
  - e) Review Tracking Report
15. Correspondence Received
- a) Resident complaint received - to be dealt with in closed session
16. To note any planning decisions - None received
17. To review the planning applications received and agree a response - None received
18. Date of next meeting (13th March 2025)
19. To resolve to move into closed session for the remainder of the meeting due to the confidential nature of the discussion
20. To consider the complaint received from resident about an overhanging tree
21. To receive an update on the recruitment for an estates person and agree any next steps