



**Minutes of the Caistor Town Council held at 6:45pm  
at the Caistor Town Hall on 13 March 2025**

Present: Cllr J. Wright (Chair), Cllr S. Davey, Cllr J. Bowman, Cllr M. Galligan, Cllr S. Hodson, Cllr A. Somerscales,  
Cllr J. Cox, Cllr L. Milner, Cllr A. Clark, Cllr P. Morris, Cllr H. Priestly, Cllr.N.Clark,  
Cllr.N.Clark,

In Attendance: Michelle Moss, District Cllr A. Lawrence, District Cllr O. Bierley, County Cllr Smith,  
Members of public present: 2

**1. To resolve to accept apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1) - Ref: 3759**

Apologies received from Cllr Lyus

**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: 3760**

None declared

**3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 3761**

One resident noted that there is an important meeting at the Church on Sat 15th March at 9:30am, which the Diocese will be attending.

**4. Chairmans Report - Ref: 3762**

None

**5. To approve the draft minutes of 13th February 2025 and 27th February 2025 - Ref: 3763**

RESOLVED that the minutes of the meetings held on 13th February and 27th February 2025 be approved as a true record of the meetings and signed by the Chair.

1 abstained ref 13th Feb; 3 abstained ref 27th Feb

Majority vote

**6. To review the applications for co-option for the councillor vacancy and decide who to appoint - Ref: 3764**

One candidate had sent apologies for the meeting and asked for a letter to be read out; one candidate attended in person and spoke briefly in support of his application. Voting was by ballot.

RESOLVED to co-opt Darren McKay to the vacant councillor position.

Darren McKay signed the declaration of acceptance of office and joined the meeting.

Majority vote

**7. Finance - Ref: 3765**

**a) To approve the Accounting Statements and bank reconciliation for period ending 28th February 2025 - Ref: 3766**

The accounting statements, bank statements and bank reconciliation had been circulated to councillors prior to the meeting.

RESOLVED to approve the accounting statements and bank reconciliation as a true record.

All in favour

**b) To approve the Schedule of Payments - Ref: 3767**

The schedule of payments had been circulated to councillors prior to the meeting.

RESOLVED to approve the schedule of payments totalling £6203.57

All in favour

**c) Approval for the overspend to repair the electric feeder pillar at Sports ground. - Ref: 3768**

It was noted that remedial work is required to 3 electric points before the electricians will issue safety inspection reports. The work needed at the Market and Buttermarket supplies is covered by the budget, but work required

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at the sports ground will cost £437.43 and result in a budget overspend.  
RESOLVED to accept the overspend and approve the works.

All in favour

**d) To consider the market request to purchase a trolley to move equipment about (Cllr Bowman) - Ref: 3769**

Cllr Bowman asked for a garden trailer/cart to be purchased to help move equipment about in support of the market.

RESOLVED that Cllr Bowman may spend up to £100 to purchase a heavy duty cart.

All in favour

**8. Reports from External bodies (no decisions may be made unless specific agenda item requests a decision):- - Ref: 3770**

**a) Lincolnshire Police - Ref: 3771**

No report had been received for the meeting.

**b) West Lindsey District Council. - Ref: 3772**

District Cllr Bierley's report had been circulated prior to the meeting.

**bi) To receive the summary report from WLDC Economic Growth Strategy - Ref: 3773**

Cllr Wright noted the key points from the report. District Cllr Bierley noted that employment land and space for expanding businesses to grow into is noted as important for Caistor.

**c) Lincolnshire County Council - Ref: 3774**

County Cllr Smith noted that: South St potholes are going to be repaired; he has supported a request for double yellow lines on one side of South St; several residents had complained about Nettleton Motors parking cars on the land beside the fire station - Cllr Smith asked cllrs to monitor and take photos with time stamps and share with Cllr Smith. It was agreed to add the issue to a future agenda to enable a full discussion.

Cllr McKay left the meeting.

**d) Community Groups - Ref: 3775**

Cinema - the next film is 15th March - Small things like these - tickets £5.

Caistor Goes - Classic Cars - 4th May at the Sports and Social club

Caistor Go2 - Shop/repair cafe/clothes swap - 22nd March Town Hall.

Parking group - Cllr Smith noted that he is still waiting for detailed comments to be sent to him from the survey.

**e) Town Hall Management Committee - Ref: 3776**

A report and the minutes from the last meeting had been circulated prior to the meeting. It was noted that getting independent assessors to quote for the damp survey is still ongoing.

**f) Caistor in Bloom - Ref: 3777**

Caistor in bloom noted that they have planted all the baskets with spring flowering bulbs, once these have finished flowering, all containers will be removed except those in the Market Place.

Caistor in Bloom volunteers were thanked for their work to make the town look colourful and welcoming, and also for offering to take care of the closed churchyards.

**g) CDCT - 2-4 Market Place - Ref: 3778**

There was a presentation by the board on 12th March at the town hall.

Cllr Bowman noted that 56 people attended; the rotted floors will cost iro of an additional £400k - the group is in discussions with the National Lottery to fund this; there was good feedback on the project from WLDC and the lottery; P2 will not need a site compound.

Cllrs attending the presentation noted that the group have had unexpected challenges such as unstable roof timbers, wall cavities/shrinking walls; planned opening is Spring 2026, but opening may be limited to the shops - the holiday lets may need additional funding from the lottery to finish; Phase 2 is likely to cost iro £1.6m to finish and the total cost will be iro £5 million;WLDC were very positive about the benefits the finished site will bring for Caistor.

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- 9. To receive reports from Committee's and working groups (no decisions may be made unless specific agenda item requests a decision) - Ref: 3779**
- a) Personnel and Finance Committee - Ref: 3780**  
The next meeting is 22nd April.
- b) Estates Committee - Ref: 3781**  
The Estates report had been circulated prior to the meeting - no questions raised. The next meeting is 25th March.  
Cllr Hodson thanked Cllr Milner for putting the cemetery bins out since Kim Hodson left.
- c) Play area working group - Ref: 3782**  
No meeting held.
- d) Health and safety working group - Ref: 3783**  
It was noted that: the group met on 6th March; Cllr Davey was appointed to chair the group; the group reviewed the handbook and policy to make it more specific to Caistor
- di) To approve the Terms of Reference for the Health and Safety Working Group - Ref: 3784**  
The draft TOR for the group had been circulated prior to the meeting.  
RESOLVED to approve the terms of reference for the group.  
All in favour
- dii) To consider the H&S requirements for the volunteers cutting the Church and Congregational Chapel grounds - Ref: 3785**  
Cllr Bowman had drafted a risk assessment and safety briefing for the volunteers undertaking work at the cemetery - the documents will be shared with the volunteers prior to them starting work - Cllr Davey had some concerns about some of the content on the RA and agreed that he would review with Cllr Bowman prior to sharing with the volunteers.
- 10. Policy Review: Community Engagement Policy(19683) - Ref: 3786**  
RESOLVED to approve the revised community engagement policy.  
All in favour
- 11. To consider the town councils response to the Central Lincolnshire Design Code - Consultation 2 - Ref: 3787**  
It was agreed that the council should respond to the design code.  
RESOLVED that Cllrs Wright/ Milner/ Bowman together would respond on behalf of Caistor Town Council.  
All in favour
- 12. Clerks Report & Parish Matters - Ref: 3788**
- a) To consider Lions request to use South St Park for bonfire - Ref: 3789**  
Cllrs Davey, Galligan and Morris declared an interest.  
RESOLVED to approve the Lions request to used South St Park for the Bonfire Night event in 2025.  
3 abstained
- b) To consider Caistor Goes request for a lock up agreement - Ref: 3790**  
Cllr Bowman declared an interest and left the room.  
It was noted that the minutes relating to when the lock up was built are somewhat sketchy; In 2013/2014 Caistor Goes made a payment of £4500 to CTC towards construction costs of building the store at the sports ground; further investigation is needed to establish what the overall cost of the building was. It was noted that the building belongs to CTC, but the £4500 donation was to enable Caistor Goes to use the building.  
RESOLVED that Cllrs Wright, Milner and Davey would meet with Caistor Goes (Rob Turner) to start discussions about documenting an agreement.  
Cllr Bowman returned to the meeting.  
All in favour
- c) To consider what action to take regards the goal sockets installed on the football pitch without the**



**councils consent - Ref: 3791**

It was noted that: at a recent football game an away team refused to play until an issue with the goal sockets was resolved; no permission (written or otherwise) had been given to the club to install new sockets; the football club have now repaired the ground around the sockets; the football club have now submitted their PLI and accident insurance certificates and are in the process of drafting a RA; they have agreed to a meeting with CTC which has been scheduled for 24th March - Clerk/Cllrs A.Clark and Hosdon will attend.

**d) To consider approaches to encourage better engagement with the council from sports groups using the sports fields - Ref: 3792**

It was noted that the football club have now agreed to an initial meeting with the council and have asked for advice on pitch maintenance from Cllr Hodson. It was also noted that cricket club have not met with the council; the tennis club are in contact; and the bowling club have a lease agreement and rarely have/cause any issues. RESOLVED that the council should request a meeting with the cricket club to discuss the H&S review, the pile of soil which has not been removed following the installation of the new nets and requirement for a risk assessment from them.

All in favour

**e) To consider the request from Grammar School to put out cones along North Kelsey Rd for the dates of their open evening and 11+ - Ref: 3793**

Cllr Smith advised that if CTC loan cones to the school to use then we are implicated for any activity they are used for, and that the school need either a traffic order or notice from highways saying that there is no requirement for a traffic order for their events.

RESOLVED to agree to the schools use of the cones providing they have received a traffic order or communication from Highways noting that a traffic order is not required.

1 abstained

**f) Review Tracking Report - Ref: 3794**

It was noted that other than the items already discussed in the meeting: the agreements are all in place now with the grass cutters; Cllr Bowman had an action from June 2024 to complete layout plans of the closed churchyard memorials to facilitate the memorial inspections, but now stated that she would be unable to produce the plans; the wall repair has been completed at CS&SC; the town hall ramp railings have now been painted - thanks to WLDC; we are still waiting for a date for the installation of the new surfaces and surface repairs at the play areas; the new handyperson will be starting on 18th March; the cricket ground fencing will be replaced/repared mid April.

**13. To note any planning decisions - Ref: 3795**

**a) WL/2024/00986 | 4 Acres, Brigg Rd | Planning to erect a barn and change of use of land | Granted with conditions - Ref: 3796**

Noted

**14. To review the planning applications received and agree a response - None received - Ref: 3797**

None

**15. Date of next meeting (10th April 2025) - Ref: 3798**

Noted.

Meeting closed at 8:16pm

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