



Minutes of the Annual Town Meeting held at 6.00pm at the Caistor Town Hall on 16 May 2024

Present: Cllr J. Wright (Chair),

In Attendance: Cllr S. Davey, Cllr J. Bowman, Cllr M. Galligan, Cllr S. Hodson, Cllr A. Somerscales, Michelle Moss,
Cllr L. Milner, Cllr A. Clark, Cllr P. Morris, Cllr H. Priestly, District Cllr O. Bierley, County Cllr Smith,

Members of public present: 48

1. Welcome from the Chairman - Ref: 3047

Cllr Wright welcomed everyone to the meeting and stressed this is not a council meeting.

2. Approval of minutes from the Annual Parish Meeting held on 11/05/2023 - Ref: 3048

The minutes of the annual town meeting held on 11th May 2023 were approved as a correct record of the meeting.

3. To receive the Chairmans report for the year to 31st March 2024 - Ref: 3049

It has been a great pleasure and honour to serve this council as Mayor and Chair for the last 12 months.

I would like to thank all my fellow councillors for the hard work and dedication they have shown, giving their time freely as volunteers and for helping to make the position of Chair and Mayor a pleasant and rewarding one.

I would also like to thank our Town Clerk Michelle and our Estates Operative for their excellent work in guiding and supporting the council in our duties and for the good of Caistor. This year we formed an estates committee to better manage the town council assets so that they can continue to be enjoyed by residents and visitors. The progress made by this committee is evident in this report and around the town, and this will continue into 2024/25.

I would like to thank the committee for their dedication to improving Caistor for everyone.

Caistor is extremely lucky to have an army of volunteers who foster community spirit and provide support for many different causes in the town and surrounding areas. Caistor would not be what it is today without the community groups, led by volunteers, who work tirelessly to make caistor a better place to live, visit and thrive.

Caistor Town Council would like to extend thanks to each and everyone of you.

I have represented Caistor Town Council attending various Civic functions and events, I am proud as well as humbled to be in my role and believe the future is looking positive and bright for our town.

4. To receive any committee reports for the year to 31st March 2024 - Ref: 3050

Personnel and Finance Committee -

The precept for the year 2023-24 was £109,886

An additional income of £33,764 coming from the cemetery, Saturday market, grants, CIL, Interest, rents etc.

The total expenditure was £141451. Of this 39% staffing costs; 18% grass cutting/trees; 19% building and asset maintenance; 10% community grants

Council currently has 3 employees. The decision was taken for Kim Hodson, our handyman, to move from self-employed in June 2023 to become an employee. Bonny Smith joined us in September on a short term contract to computerise the burial records. We thank both Kim and Bonny for their service to the town.

There have been a lot of financial challenges this year. The weather proved too much for the Town Hall roof, significant leaks have been dealt with and an annual contract to keep guttering cleared put in place. The allotment steps have been replaced, damp proofing and repair to the office, allotment steps, Caistor Sports and

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Social Club had new windows, boiler and some sewage repairs, refurbishment of some of the South Street Park play equipment, new PPE to keep our handyman safe plus purchase of equipment and sale of redundant equipment plus others!

Significant time and effort was taken to raise a Public Works Loan to support the 2-4 project, for the renovation and bringing back into full use the historic Grade 2 listed building. The Council and CDCT took the decision not to proceed with the loan, the Town Council is delighted that the grants for the 2-4 market place building have come to fruition and we look forward to seeing this building once again flourish.

Our clerk has successfully applied for grants, including £6000 to offset half of the cost for the Town Hall roof. And of course, residents and visitors enjoyed the weekend of celebrations for the Coronation of the new King and Queen in June, funded by the Town Council. A commemorative photograph was taken of residents enjoying the sunshine in the market place, schoolchildren and residents were given gifts of wild flower seeds for their gardens.

All in all a busy year for Caistor Town Council.

Estates Committee -

The Estates Committee was formed a year ago and currently has 5 councillors sitting on it. Initially it was the intention to meet four times a year but the committee met 8 times last year.

Responsibilities for the committee include:

- Managing and maintaining the allotments.
- Managing and maintaining the cemetery.
- Overseeing the grass verge, PROW, churchyards, cemetery, and parks cutting contracts.
- Managing the 3 parks in the town (Millfields, South Street Park and The Sports Ground), ensuring they are safe, approving and completing/organising any repairs required.
- Arranging for tree work to be done on all council owned land.
- Organising repairs on council owned land and buildings

Items that have come under the Estates committee meetings that have been resolved or are ongoing.

- Replaced the leaking flat roof section of the town hall and other roof repairs.
- Repaired a section of flooring in the town hall which was failing.
- Replaced the boiler at the sports and social club.
- Replaced failing window units at the sports and social club.
- Repaired the fencing on the North Kelsey Rd sports field.
- Trimmed the hedges around the play areas and sports fields.
- Undertook a program of repairs to the play area equipment.
- Pruned trees in the churchyard.
- Renovated the wall at the old fire station.
- Renovated the railings to the cemetery.
- Recruited an Estates Operative.
- Replaced the steps to the allotments.
- Continued grass cutting throughout the town and cemeteries and churchyards.
- Maintained street cleansing and bin emptying.
- Repainting of the Cemetery Railings

There are also regular town walks where any Councillors can attend along with Michelle and representatives from WLDC and LCC.

These walks are found useful as it highlights any issues around the town that we may or may not have been raised by anyone within the community and allows issues to be dealt with more quickly. I would like to thank Michelle and all councillors whether on the Estates Committee or not for their involvement in making sure the items that I have mentioned have been completed in a timely manner. I would like to mention that Cllr Hodson has attended a course on Play area inspections and also a



Cemetery course as well.

I would also like to thank Cllr Hodson for giving his time freely maintaining the play equipment when any issues have arisen and also with his involvement in repairing and renewing the fencing down at the sports ground.

5. To invite members of the public to share views and ideas to improve parking in Caistor - Ref: 3051

A robust discussion took place which highlighted some of the issues faced by residents, businesses and visitors trying to park in Caistor. Some comments included:

- Caistor is nearly gridlocked some days; visitors move on or stop coming as they can't find anywhere to park
- Residents often cannot park outside or near their own homes due to on street parking
- There is no clear strategy for resolving the parking issues in Caistor
- Once development of the old co-op building starts the situation will become worse
- Mill Lane is the only area suitable for additional parking within walking distance of the centre (A representative of ACIS was present at the meeting and noted that ACIS currently own Mill Lane site and have categorically stated they will not sell, and are in the process of securing planning permission for housing on the site which will mean that the current parking will be revoked).
- The current NHDP is out of date and should be reviewed as a matter of urgency (noted that a review would take at least 18 months and that a NHDP does not automatically stop a site from being given planning permission, locals plans are governed by the national planning policy).
- The old library on South Dale is also currently under consideration by NHS and WLDC for redevelopment, possibly into living accommodation
- A lot of students and teachers are unable to park at their schools and park in the roads, preventing residents from parking, some of the parking is inconsiderate
- Markings in the market Place are not great (LCC are responsible for the Market Place - If relined and the spaces are made bigger then some spaces may be lost)

Some suggestions for solutions shared included:

- Meeting/workshop with the schools to discuss parking within the schools
- Close off Bank Lane to access only and implement a one way system in the entire Market Place
- Consider school drop off zones
- Consider resident permit schemes
- Set up a local forum with local businesses and schools to look for solutions
- Ask the Grammar School to use their site on Navigation Lane and to car share
- Line out the space at Horsemarket to make additional spaces for parking
- Turn South St Park into a car park (but it is a protected green space)
- Turn Millfields into a car park
- Extend the car park at the sports field
- Extend the times permitted to park in the Market Place to help businesses
- Start a scheme to rent out driveways

It was agreed that some good ideas had been shared and that a Parking Strategy Group should be formed to investigate what is and is not possible, and to put together a parking strategy for the town. Michael Galligan agreed to form and lead a group to develop a strategy. Several resident left their contacts details to form the group and County Cllr Tom Smith agreed to join the group to guide what may and may not be possible from a highways perspective.

6. To invite members of the public to suggest town improvements/projects for consideration as items for next years budget - Ref: 3052

One resident noted that the church clock is in need of repair, but it was noted that the church faculty/PCC are

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responsible and progressing.

One resident suggested that protecting and restoring the remains of the roman wall should be considered.

Meeting closed 8:10pm

Meeting closed at 8.30pm

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