



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on  
Thursday 11 September 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  
04/09/2025

## **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 14th August 2025
6. Finance
  - a) To approve the Accounting Statements and bank reconciliation for period ending 31/08/2025
  - b) To approve the Schedule of Payments
  - c) To approve the recommendation from P&F to take out the Gallageher insurance with inclusive property re-valuations
  - d) To consider and prioritise the project proposal documents for next year
  - e) To consider the first draft Budget for 26/27 reviewed by P&F committee 26th August 2025
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.
  - bi) To consider whether CTC still wish WLDC to progress the Wayfinding report if they can identify a suitable budget for it
  - bii) To consider the current situation with CCTV at the sports ground and agree any action
  - c) Lincolnshire County Council
  - ci) Results of the Speed/Archer survey along North Kelsey Rd
  - d) Community Groups
  - e) Town Hall Management Committee
  - ei) To receive an update on the shutters for the town hall following the fire risk assessment



- f) Caistor in Bloom - To receive an update on, and agree any further action for: the memorial in the churchyard and to request to vacate the old fire station
- g) CDCT - 2-4 Market Place - To consider letter sent and response
- 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
    - ai) To receive the draft minutes of the P&F committee meeting 26th August
  - b) Estates Committee
  - c) Play area working group
  - d) Health and Safety Working Group
    - di) To receive the draft minutes of the HSWG meeting 2nd September 2025
    - dii) To receive the results of the asbestos surveys for council owned property and agree any next steps
    - diii) To received the fire risk assessment update for council owned property and agree any next steps
    - div) To consider the quotes for the structural survey for the old fire station
    - dv) To consider the HSWG request to allocate an additional £1000 to this years H&S budget
- 9. Policy review - Lone worker policy - Approved by HSWG 2.9.25
- 10. Policy review - Equality and Diversity policy
- 11. To consider new policy proposal: Community facilities management policy
- 12. Clerks Report & Parish Matters
  - a) Review Tracking Report
  - b) To receive information from 'Your Lincolnshire' with a proposal for local government re-organisation
- 13. To note any planning decisions
  - a) None
- 14. To review the planning applications received and agree a response
  - a) None
- 15. Date of next meeting - 9th October 2025 (Methodist Centre)