



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on  
Thursday 11 December 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  
04/12/2025

## **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 13/11/2025
6. To resolve to exclude public and press under s100A(4) LGA 1972 for agenda items 7 and 8.
7. Response from Enforcement regarding The mini mart/Vape Shop in Market Place (Enforcement team request for closed session)
8. To consider the results of the ground penetrating survey of the cemetery and next steps
9. Finance
  - a) To approve the Accounting Statements and bank reconciliation for period ending 30/11/2025
  - b) To approve the Schedule of Payments
  - c) To consider the proposal for amending the grant funding process and budget allocation for grants (JC)
  - d) To review the draft budget and precept and suggest any changes
  - e) To approve moving £2400 from the bins and benches reserve to the current budget for the picnic benches project
  - f) To consider the updated Reserves policy
10. 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
  - di) To consider the updated request from Community Cinema for a permanent screen in the town hall (Agreed in principle December 2024)



- e) CDCT - 2-4 Market Place
- 11. 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
  - c) Play area working group
  - d) Health and Safety Working Group
  - e) Town hall damp working group
- 12. To consider what, if any action to take regarding the equipment CIB bought with the council donated money (AC)
- 13. To consider amendments to the Market TC's to incorporate charity and community stalls (JB)
- 14. To consider the Caistor Town Council Stress Management Policy and Procedure
- 15. Clerks Report & Parish Matters
  - a) To consider the Lions request to use South St Park for Bonfire 5th to 9th November 2026
  - b) Review Tracking Report
- 16. Correspondence Received
  - a) Email from resident about superfast broadband in Caistor
  - b) Email from resident who fell at Cornhill
- 17.. To note any planning decisions
  - a) Permission Granted - WL/2025/00928 | For retrospective application for three new social sheds, toilet block and soil bund at Westmoor Farm Fishery, North Kelsey Road, Caistor
  - b) No observations - WL/2025/01121 | County matters application to vary conditions 4 (approved and supplementary plans) and 48 (landscaping/planting) of planning permission 141431 - PL/0088/25
- 18. To review the planning applications received and agree a response
  - a) WL/2025/01141 | Planning Application - Single and first floor extensions to rear, porch to front and attached multi car garage - resubmission of WL/2025/00412 | HEDGEROWS, CANADA LANE
  - b) WL/2025/01113 | Application for non-material amendment to planning permission 143279 granted 26 August 2021 - various changes to windows | 2 NAVIGATION LANE
- 19. Date of next meeting - 8th January 2026