



**Minutes of the Caistor Town Council held at 6:45pm
at the Caistor Town Hall on 8 January 2026**

Present: Cllr J. Wright (Chair), Cllr J. Bowman, Cllr R. Lyus, Cllr S. Hodson, Cllr A. Somerscales, Cllr L. Milner,
Cllr A. Clark, Cllr P. Morris, Cllr H. Priestley, Cllr.N.Clark,
In Attendance: Michelle Moss, District Cllr A. Lawrence, District Cllr O. Bierley, County Cllr J. Bean,
Members of public present: 2

- 1. To receive apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1) - Ref: 4755**
Apologies received from Cllrs Cox, Davey and Laverack
- 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: 4756**
None.
- 3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 4757**
None
- 4. Chairmans Report - Ref: 4758**
Cllr Wright thanked Cllr A. Clark for Chairing the last 2 council meetings.
- 5. To approve the draft minutes of 11th December 2025 - Ref: 4759**
Resolved that the draft minutes of the meeting of 11th December 2025 be approved as a true record of the meeting.
2 abstained
- 6. Finance - Ref: 4760**
Cllr Wright proposed and it was RESOLVED to discuss item 8f at this point in the meeting to enable further financial consideration in the budget if required.
 - a) To approve the Accounting Statements and bank reconciliation for period ending 31/12/2025 - Ref: 4761**
The accounting 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: 4762**
The schedule of payments had been circulated to councillors ahead of the meeting. RESOLVED to approve the schedule of payments totalling £7602.18
All in favour
 - c) To review the final budget for 26/27 and approve the precept request to WLDC - Ref: 4763**
It was noted that WLDC had sent out an amendment/reduction to the final tax base for Caistor, resulting in a slightly bigger % increase per household for the previously agreed precept. RESOLVED to approve the final budget forecast with no changes, and set the precept at £143499 for 26/27, a 6.36% increase based on a tax base of 1058.
All in favour
 - d) To consider moving £20,000 from Unity Trust Bank to Natwest to cover expenditure for the remainder of this financial year - Ref: 4764**
RESOLVED to move £20,000 from Caistor town council Unity Trust Bank account to CTC Nat West account.
All in favour
 - e) To consider the insurance valuation reinstatement reports and agree whether to update the cover - Ref: 4765**
The insurance reinstatement valuations and summary had been circulated prior to the meeting. It was noted

Signature:



that overall the insurance valuations are slightly over the reinstatement costs, but that the store and toilet at the sports ground is slightly underinsured.

RESOLVED to request the insurance cover is updated to reflect the revised reinstatement values.

All in favour

7. Reports from External bodies (no decisions may be made unless specific agenda item requests a decision):- - Ref: 4766

a) Lincolnshire Police - Ref: 4767

The email report from the police had been circulated to the council prior to the meeting and was noted.

b) West Lindsey District Council. - Ref: 4768

District Cllr Bierley was thanked for the comprehensive report which had been circulated prior to the meeting. Cllr Somerscales raised the issue of enforcement action at the Vape Shop and noted that the lights had moved inside the window but were still inappropriate for the conservation area. Cllr Bierley assured the council that it is still a work in progress for the enforcement team.

c) Lincolnshire County Council - Ref: 4769

County Cllr Bean noted that highways had received a letter from a resident requesting double yellow lines for Fountain St - and would try to get a copy for CTC to enable a discussion; he is working to resolve a residents issue about the state of the road at Moor Lane where a business owner is losing business due to the poor road conditions; he is chasing up the blocked drains; and is still trying to get the grit bin repaired and refilled at the magistrates car park.

ci) To consider the Cornhill Consultation letter from LCC - Ref: 4770

Noted - no comments.

cii) To consider the communication to residents for the Cornhill Resurfacing - Ref: 4771

It was noted that the resurfacing date has changed to 19th Feb; the proposed communications had been circulated prior to the meeting.

RESOLVED to approved the communications to residents about the resurfacing of Cornhill on 19th February.

All in favour

d) Community Groups - Ref: 4772

di) Request from councillor to confirm planned dates for Christmas tree and Christmas market for 2026 - Ref: 4773

Cllr Bowman noted that the dates have not yet been agreed and therefore the agenda item was deferred to the February meeting.

e) CDCT - 2-4 Market Place - Ref: 4774

Cllr Bowman noted that the work at 2-4 continues at pace; the entrance mosaics for 3&4 are down; the old granery ducting is in place; the last of the asbestos has been removed; community room has been plastered and first paint underway; the holiday lets are being plastered and having 1st coat paint; the group are hoping to still have the compound removed in the summer 26. Councillors asked if the report can be shared ahead of the meeting, but Cllr Bowman advised that the report is only just available on the morning of the council meeting and therefore cannot be shared ahead of the meeting.

8. To receive reports from Committee's and working groups (no decisions may be made unless specific agenda item requests a decision) - Ref: 4775

a) Personnel and Finance Committee - To receive the minutes of the meeting of 16th December which was inquorate - Ref: 4776

Noted.

ai) To receive the resignation of Cllr Lyus from the committee and agree a replacement - Ref: 4777

It was noted that Cllr Lyus had resigned from P&F due to personal time constraints; RESOLVED to appoint Cllr A.Clark to the vacancy on the committee.

All in favour

Signature:



b) Estates Committee - next meeting 27th Jan 2026 - Ref: 4778

The Chair of estates report had been circulated prior to the meeting. No comments raised.

c) Play area working group - To consider dissolving the group until the council has the resources to progress this - Ref: 4779

RESOLVED to dissolve the Play Area Working Group with immediate effect.

All in favour

d) Health and Safety Working Group - Ref: 4780

It was noted that the next meeting is scheduled for 5th February 2026.

e) Town hall damp working group - Ref: 4781

No meeting held. Cllr Cox is in the process of organising a meeting with the Town Hall Management group.

f) North Kelsey Road Cemetery – To receive an update on the current situation and agree next steps including to appoint a small group of councillors to consult with the Town Clerk on historic burials, advise on requests to use reserved plots, and establish related protocols. - Ref: 4782

(This item was discussed prior to agenda item 6a)The clerk had prepared and circulated a report prior to the meeting outlining the information, advice and quotes received from our insurers, ICCM, various solicitors, Cemetery Consultants and Reclaim Heritage. The council noted the advice received from the various bodies, and noted the recommendation to implement a phased approach of: 1. Survey the entire cemetery to get a full and accurate picture of the exact locations of historic interments across the entire cemetery (cost £5,500) - the soil in the corner will need to be levelled to enable that section to be surveyed; and 2 appointing a specialist cemetery consultant to provide a full report including advice and options for the cemetery (cost £6000 - £10,500). Further action would depend on the results of the GPR report and the advice given. It was also noted that the Clerk requested a small/agile group of councillors are appointed to develop protocols for interments into pre-purchased graves, to support external communications and to review interments into pre purchased graves on a case by case basis.

RESOLVED:

1. To appoint Reclaim Heritage to complete a full survey of the cemetery to enable historic burials to be plotted across the entire cemetery (cost £5,500);
2. To appoint ICCM to complete a full assessment of the cemetery and report on options, risks, recommendations and where appropriate support the development of protocols and policies (cost £7,150).
3. To keep interment restrictions agreed at the December meeting in place pending detailed advice;
4. To appoint Cllrs J.Wright, A.Clark, P.Morris (or S.Davey), S.Hodson and J Bowman to develop interim interment protocols and support the Clerk making decisions on how to progress interim interments into pre-purchased graves.

It was agreed that Cllr Hodson will complete the work required to level the soil in the top right hand corner to enable the area to be surveyed.

All in favour

9. To consider the reserves policy (24677) - Ref: 4783

RESOLVED to approve the Reserves Policy with no amendments.

All in favour

10. To consider the scheme of delegation policy (19674) - Ref: 4784

RESOLVED to approve the Scheme of Delegation with no amendments.

All in favour

11. Clerks Report & Parish Matters - Ref: 4785

a) Update on full fibre broadband for Caistor - Ref: 4786

Councillors noted the email from Quickline advising of the roll out of full fibre broadband and the need to install an additional cabinet on Brigg Rd. No issues were raised.

b) Review Tracking Report - Ref: 4787

The tracking report had been circulated prior to the meeting and the contents noted.



12. Correspondence Received - Ref: 4788

a) Complaint about Contractors parking in Market Place - Ref: 4789

The contents of the residents email were noted. RESOLVED that Cllrs Bowman and Wright would meet with the contractors on site and remind them again that they should not be parking in the Market Place.

All in favour

13. To note any planning decisions - Ref: 4790

a) Granted with conditions - WL/2025/01066 | 2-4 MARKET PLACE | Listed building consent to preserve 2no. existing lath and plaster ceilings by underdrawing the ceilings with 15mm wood wool board and a 6-8mm lime plaster finish. - Ref: 4791

Noted.

b) Granted with conditions - WL/2025/01121 | WEST MOOR FARM FISHERY, NORTH KELSEY RD | To vary conditions 4 and 48 - Ref: 4792

Noted.

14. To review the planning applications received and agree a response - Ref: 4793

a) WL/2025/01228 | Planning application for the erection of a new sixth form modular building with associated external landscaping | CAISTOR YARBOROUGH ACADEMY, GRIMSBY ROAD - Ref: 4794

No comments or objections raised.

All in favour

15. Date of next meeting - 12th February 2026 - Ref: 4795

Noted.

Meeting closed at 8:00pm

Signature: