



## Minutes of the Caistor Town Council held at 6:45pm at the Caistor Town Hall on 12 February 2026

Present: Cllr J. Wright (Chair), Cllr S. Davey, Cllr R. Lyus, Cllr S. Hodson, Cllr A. Somerscales, Cllr J. Cox,  
Cllr P. Morris, Cllr H. Priestley, Cllr.P.Laverack,  
In Attendance: Michelle Moss, District Cllr A. Lawrence, 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: 4839**  
Apologies received from Cllrs Milner, Bowman, A.Clark and N.Clark. Also from District councillor Bierley.
- 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: 4840**  
Cllr Davey declared an interest in 8bii.
- 3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 4841**  
One member of the public raised the issue of the area in Kelsawy Field being used as a 'den' and asked that the council consider interacting with those responsible to agree a way forward. Cllr Wright asked for this to be added to a future CTC agenda for consideration.
- 4. Chairmans Report - Ref: 4842**  
Nothing to report.
- 5. To approve the draft minutes of 8th Jan 2026 - Ref: 4843**  
RESOLVED that the draft minutes of the meeting of 8th January are approved as a true record.  
1 abstained
- 6. Finance - Ref: 4844**
  - a) To approve the Accounting Statements and bank reconciliation for period ending 31/01/2026 - Ref: 4845**  
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: 4846**  
The schedule of payments had been circulated to councillors ahead of the meeting. RESOLVED to approve the schedule of payments totalling £7723.57  
All in favour
  - c) To consider appointing the internal auditor to review 25/26 accounts and AGAR - Ref: 4847**  
RESOLVED to appoint Andy Hopkins as the internal auditor for the 25.26 accounting period.  
All in favour
- 7. Reports from External bodies (no decisions may be made unless specific agenda item requests a decision):- - Ref: 4848**
  - a) Lincolnshire Police - Ref: 4849**  
Report noted.
  - b) West Lindsey District Council. - Ref: 4850**  
The report from District Cllr Bierley had been circulated prior to the meeting. No questions raised.
  - bi) Discussion topics for WLDC cheif exec visit 24th Feb - Ref: 4851**  
It was noted that the council has a meeting with the Chief Executive for WLDC on 24th February. Proposed discussion topics were: Local Government Reorganisation, current spending and grants; possibilities for support with town hall damp issues and Old Fire Station structural issues; update on the NHS building at Southdale.
  - bii) To receive the update from WLDC regarding Local Government Organisation and consider responding**

Signature: .....



**to the survey - Ref: 4852**

The report and presentation from last weeks update meeting had been circulated to the council prior to the meeting. Concerns were raised that the re-organisation is rushing ahead to meet central government timescales. It was noted that the proposed which create a rural Lincolnshire may be detrimental. Councillors agreed to respond as individuals rather than as a council.

**c) Lincolnshire County Council - Ref: 4853**

County Cllr Bean noted: the road junction opposite the Jet garage has been reported, assessed and a job number assigned; the bypass hedge has been cut making the footpath accessible and work is in progress to clean the footpath; he has again, pressed highways about the church drains; he is helping to resolve the issues at Glebe House with the external power cables; and is progressing the issue with the footpath at Hansard Crescent to it will get resurfaced; the drainage issue at Hawthorn Drive is progressing; the LCC portion of the council tax has been set at 2.9% by LCC, additional funds will be spent on the fire service, potholes and drainage.

**ci) To consider the revised proposal from LCC regarding Cornhill parking layout following consultation - Ref: 4854**

The revised proposal was considered. The council suggested and RESOLVED slight amendments - moving the loading bay to South St end of the parking row and making the smaller parking bays opposite into one, larger disabled bay.

All in favour

**cii) To consider access and parking issues on Fountain Street with regards potential waiting restrictions - Ref: 4855**

It was noted that parking in general is an issue in Caistor, and if parking is restricted in Fountain St there are likely to be issues along Castle Hill again. RESOLVED not to support any access and parking restrictions on Fountain St at this time.

All in favour

**d) Community Groups - Ref: 4856**

No updates received.

**di) Request from councillor to confirm planned dates for Christmas tree and Christmas market for 2026 - Ref: 4857**

It was noted that the tree is likely to be erected 29th November and the Christmas market the following Sunday.

**dii) To note that the Lions will not charge the council for the removal of the Christmas tree this year - Ref: 4858**

The council noted this and extended their gratitude to the Lions for their support.

**diii) Community News - New Vicar for Caistor Group and Skin Couture wins Best Small Beauty Salon 2025 (JB) - Ref: 4859**

It was noted that: the Rev'd Bob Frew has been appointed as the new Vicar of the Caistor Group; Skin Couture has won the prestigious Babtec award for Best Small Beauty Salon 2025, congratulations were extended to the team and the clerk was asked to send congratulations on behalf of the council.

**div) Update from Caistor Goes, Twinning and Caistor Community Cinema - Ref: 4860**

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

**e) CDCT - 2-4 Market Place - Ref: 4861**

The report had been circulated with the meeting pack prior to the meeting and the update noted.

**8. To receive reports from Committee's and working groups (no decisions may be made unless specific agenda item requests a decision) - Ref: 4862**

**a) Personnel and Finance Committee - Next Meeting 28th April 2026 - Ref: 4863**

No meeting held.

**b) Estates Committee - Next Meeting - 25th March 2026 - Ref: 4864**

The update report from the chair of estates had been circulated with the meeting pack and the contents of the

Signature: .....



report noted.

**bi) To receive the draft Estates Committee meeting minutes of 27th January 2026 - Ref: 4865**

Noted.

**bii) To consider the request for CS&SC replacement radiators in the bar area and associated budget overspend - Ref: 4866**

Cllr Davey left the room.

It was noted that the the bar area of the sports and social club is generally cold - the radiators have been reported as no longer working effectively, have been in for approx 40 years and do not heat the customer areas in the bar; there is only £717 left in the budget this year; 3 quotes were sought for replacing the radiators and associated pipework, 2 received and the cheapest quote received is for £2430; the council, as the landlord for the club are responsible for replacing the radiators given they no longer work effectively. if the council agree to replace the radiators this year there would be a £1700 overspend to planned budget. It was also noted that the hot water cylinders on the loft will need some work next year too.

RESOLVED to accept the quote from Liam Marchant for the new radiators / associated pipework and to accept the overspend to this years budget.

Cllr Davey returned to the meeting

All in favour

**c) Health and Safety Working Group - Date of last meeting 6th Feb - Minutes not yet prepared. - Ref: 4867**

It was noted that the next Health and Safety inspection from Worknest is scheduled for 9th April.

**d) Town hall damp working group - Cllr Cox proposal to remove this as it is covered on Estates Agenda - Ref: 4868**

RESOLVED to remove this standing item from the agenda.

All in favour

**9. Clerks Report & Parish Matters - Ref: 4869**

**a) To consider whether to join the LALC annual training scheme for 2026/27 - Ref: 4870**

It was noted that the cost to rejoin would be £170 ex VAT. RESOLVED to rejoin LALC ATS for 26/27.

All in favour

**b) Policy review: To consider the IT policy which conforms to AGAR assertion 10 and replaces the email policy, internet usage policy and Social media policy - Ref: 4871**

It was decided that more work is required on this policy before it is approved by the council. Cllr Lyus agreed to provide feedback.

**c) Policy review - To consider the Data Breach policy - Ref: 4872**

RESOLVED to accept the Data Breach policy with no changes.

All in favour

**d) Policy review - To consider the GDPR Privacy Policy - Ref: 4873**

RESOLVED to accept the GDPR privacy policy with no changes.

All in favour

**e) Policy Review - Data Protection Policy - Ref: 4874**

RESOLVED to accept the Data protection policy with no changes.

All in favour

**f) Policy Review - To consider the Record Retention Policy - Ref: 4875**

RESOLVED to accept the Record Retention policy with no changes.

All in favour

**g) Policy review - To consider the Subject Access Request policy - Ref: 4876**

RESOLVED to accept the Subject Access Request policy with no changes.

All in favour

Signature: .....



**h) GDPR compliance checklist for councillors - Ref: 4877**

All councillors present completed and signed the GDPR checklist.

**i) Policy review - To consider the Complaints policy following the comments from the internal auditor - Ref: 4878**

RESOLVED to accept the Complaints policy with no further changes.

All in favour

**j) To consider the request from Lincs Cricket for school festival use of Cricket grounds 11th & 12th May - Ref: 4879**

RESOLVED to agree to the Lincs Cricket request to use the cricket grounds 11th and 12th May.

All in favour

**k) To consider the cricket clubs request for a memorial bench at the grounds and offer to paint the fence (response needed before next estates Meeting). - Ref: 4880**

It was noted that the council already has the paint and brushes for the fence, but the weather turned wet last year before it could be completed; the cricket proposal is to paint the fence 28th and 29th March at their 'Get Set' weekend; concerns were raised that the fence would not be dry enough to paint at that time - the contractor had stated at the time of installation that painting the fence, particularly when wet, would likely trap water and make it less rot resistant. The council agreed to ask if it would be possible to delay the volunteer date for the fence to later in the year when it is more likely to be dry.

RESOLVED to agree to the request for a bench and for the cricket to suggest a location;

All in favour

**l) To consider Caistor Goes Requests to use South St Park and the Sports Ground for events in 2026 - Ref: 4881**

It was noted that Rob Turner, who is responsible for the sound and PA systems had met with Cllr Laverack and agreed to keep the testing to a minimum and to restrict the use of the tannoys before the events. The council agreed to use of the South St Park for the following events: Party in the Park, 12th July; Proms in the Park, 6th September; 50th Anniversary of the Viking Way 17th May. The council agreed to the use of Sports Ground for the Vintage Car event on 3rd May, providing the Sport and Social Club CIC have been consulted and agree.

All in favour

**m) To consider a response to the consultation - Grasby and Searby cum Owmbly Neighbourhood Plan - Ref: 4882**

Cllr Morris left the room.

It was noted that the plan reads very well.

RESOLVED to comment back that the council supports the plan.

Cllr Morris returned to the room.

All in favour

**n) Review Tracking Report - Ref: 4883**

Noted.

**10. Correspondence Received - Ref: 4884**

**a) Resident email and initial response – Road safety concern on NKR - Ref: 4885**

It was noted that Cllr Bean has pressured LRSP for another survey taking into account the residents concerns about the first speed survey.

**b) Resident complaint about dog mess - Ref: 4886**

It was noted that WLDC deal with these types of issues. The council decided that the resident should be directed to take photos if they witness it, and it is safe to do so, and send them to WLDC for action.

**11. To consider the report on Key National Planning Policy reforms and consider whether to respond - Ref: 4887**

The report summarising the changes had been circulated to councillors prior to the meeting. The reforms were noted and the council decided not to respond.

Signature: .....

Page



**12. To note any planning decisions - None - Ref: 4888**

None.

**13. To review the planning applications received and agree a response - Ref: 4889**

- a) **WL/2026/00066 | Application for alterations to the dwelling roof to provide additional living accommodation, including dormers, windows to the first floor front and rear and replacement of the existing single garage with double garage being variation of condition 9 of planning permission 142270 granted 20 August 2024 LC NAVIGATION**

Noted - No response.

**14. Date of next meeting - 12th March 2026 - Ref: 4891**

Noted.

Meeting closed at 8:30pm

Signature: .....