



You are hereby summoned to attend the meeting of Caistor Town Council which will be held on
Thursday 9 July 2026 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
02/07/2026

AGENDA

1. To receive 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 May 2026
6. To consider the applications for co-option to the council
7. Finance
 - a) To approve the Accounting Statements and bank reconciliation for period ending 30/06/2026
 - b) To approve the Schedule of Payments
8. 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 the Email from WLDC about possible refurbishment of the public toilets at the town hall and WLDC Asset transfer policy
 - bii) To receive the update from WLDC Chief Exec regarding the Southdale site
 - c) Lincolnshire County Council
 - ci) To consider the updated proposals for waiting restrictions at Cornhill and agree a response
 - cii) To review whether the council want to lease the old ambulance garage from LCC on a repairing lease with £0 rent
 - d) Community Groups
 - di) To receive the minutes and reports from the Town Hall Management Committee meeting and AGM
 - e) CDCT - 2-4 Market Place
9. 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 - no meeting held
- ai) Election of 5th Member to the Personnel and Finance Committee
- b) Estates Committee
- bi) To receive the draft minutes from the Estates Committee meeting 23rd June 2026
- bii) To share the list of required works to our assets and establish a structured and prioritised approach to Estates Work
- c) Health and Safety Working Group
- ci) To receive the draft minutes from the HSWG meeting on 9th June 2026
- cii) To retrospectively agree to accept the quotes for the Legionella Assessments for Town Hall, CS&SC and Lock up.
- ciii) To consider and approve the quote for the installation of an additional fire alarm call point at the stage exit of the town hall
- civ) To consider and approve the Stress Management Policy and procedure - Recommended by HSWG
- cv) To consider and approve the updated Health and Safety Policy and Handbook
10. Clerks Report & Parish Matters
 - a) To consider the minerals and waste local plan consultation and agree a response, if required.
 - b) To consider the complaint and response from Street Food Market re joint use of the park with Beer festival
 - c) To consider the Lions request to use the SSP for Beer festival in 2027
 - d) Review Tracking Report
11. Correspondence Received
 - a) To consider the resident email about the need for electric charging points in Caistor
12. Policy Reviews - To consider and approve the following policies
 - a) Whistleblowing Policy
 - b) Grievance Policy
13. To note any planning decisions
 - a) WL/2024/00401 | PL/0024/24 | Phased extraction of sand and gravel | Land South of North Kelsey Rd
To note the decision and appoint a CTC representative to the Community Liaison Group referenced in point 32.
14. To review the planning applications received and agree a response
 - a) WL/2026/00449 | Planning application for the installation of a modular self-service launderette facility and associated works | LINCOLNSHIRE CO-OPERATIVE LTD, 16 HIGH STREET (Responded via delegated powers by 22nd June)
 - b) WL/2026/00468 | Listed building consent for the removal of existing paintwork | FLEECE INN, GRIMSBY ROAD (responded via delegated powers by 29th June 2026)
 - c) WL/2026/00562 | Conversion of 1no. maisonette into 2no. maisonettes, removal of chimney stack to the rear and re-covering rear roofs | 26A MARKET PLACE, CAISTOR
 - d) WL/2026/00588 | Planning application to erect fishing lodge accommodation and ancillary works | WEST MOOR FARM, NORTH KELSEY ROAD, CAISTOR
 - e) WL/2026/00591 | Application for prior notification of proposed development by telecommunications code systems operators for installation of a generator together with ancillary development thereto | EXISTING BASE STATION, HIGH STREET, CAISTOR
15. Date of next meeting - 13th August 2026



16. To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed, relating to individual staff members, resident matters and cemetery records.
17. To consider and discuss matters relating to historic burials identified within the Town Council cemetery, including associated reserved grave plots and ongoing resident communications, and to agree any next steps
18. To consider the Clerk/RFO workload (Cllr Davey)