



Minutes of the Caistor Town Council held at 6:45pm at the Caistor Town Hall on 13 August 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 T. Cox, Cllr A. Crookes,
In Attendance: Michelle Moss, District Cllr A. Lawrence, District Cllr O. Bierley, County Cllr J. Bean,
Members of public present: 0

1. **To receive apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1) - Ref: 5311**
Apologies received from Cllrs Milner, A. Clark, N. Clark and Bowman.
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: 5312**
Cllr Davey declared interests in agenda items 8bii and 14.
3. **Public Session (10 minutes, during which the meeting is suspended) - Ref: 5313**
None.
4. **Chairmans Report - Ref: 5314**
Cllr Wright noted that he had been honoured to hand out the prizes for the Sting 10km running race.
5. **To approve the draft minutes of 9th July 2026 - Ref: 5315**
RESOLVED that the draft minutes of the meeting of 9th July be approved as a true record of the meeting and signed by the Chair.
All in favour
6. **Finance - Ref: 5316**
 - a) **To approve the Accounting Statements and bank reconciliation for period ending 31.07.2026 - Ref: 5317**
The accounting statements, bank statements and bank reconciliation had been circulated prior to the meeting. RESOLVED to approve the accounting statements for the period ending 31st July 2026.
 - b) **To approve the Schedule of Payments - Ref: 5318**
The schedule of payments had been circulated to all councillors prior to the meeting. RESOLVED to approve the schedule of payments which totalled £15292.48.
All in favour
7. **Reports from External bodies (no decisions may be made unless specific agenda item requests a decision):- - Ref: 5319**
 - a) **Lincolnshire Police - Ref: 5320**
The report had been circulated to councillors prior to the meeting. It was noted that the latest crime stats available on the website were from June.
 - ai) **To consider the email from police about anti-social behaviour at the sports ground car park and consider any preventative measures - Ref: 5321**
The email had been circulated prior to the meeting. Councillors noted that locking the car park had been discussed in previous meetings; there are challenges with policing a barrier; potential issues with cars still parked there when it is closed; historically residents did not want to help with opening and closing the car park. It was agreed that at this time the council do not wish to revisit the possibility of gates/barriers.
 - b) **West Lindsey District Council. - Ref: 5322**
Cllrs Beirleys report had been circulated to councillors prior to the meeting. Cllr Davey raised the issue about fly tipping and now the rubbish is also sometimes being set alight, and requested Cllr Bierley share information about vehicles seized and prosecutions; Cllr Davey noted that other areas have started putting public skips around to reduce illegal fly tipping and it seems to be having an effect. It was also noted that following consultation in Lincoln, LCC are introducing booking appointments for recycling centres. Cllr Bean was asked to



feedback objections to this.

c) Lincolnshire County Council - Ref: 5323

Cllr Bean noted that the old ambulance station may still be available - Cllrs noted that the decision has been taken that Caistor town council no longer wished to pursue this; the drains at Cromwell View and Church St are now going to be cleared; the South St restrictions have been approved and awaiting a start date from the contractor; the date for Moor Lane repairs has been put back to 24th August; the work to repair the drains and surface in Westbrooke Grove will start at the end of August.

Cllrs raised an issue with a drain cover on NKR and asked what progress has been made to repair the patch defect on Cornhill.

d) Community Groups - Ref: 5324

e) CDCT - 2-4 Market Place - Ref: 5325

No report had been received, but Cllr Wright had received the following update from Neil Castle:

'As you will have seen the compound is now gone bar a small area in form of the shop. This should be cleared by end of July. Currently, the plan is for the Trust will be taking partial completion on July 24th, when we CDCT will be responsible for the site and no longer Messenger.

A lot of detail on completion and certification happening in the background over the last few weeks so we can become the key holder from the 24th This enables the Trust to get on site over the summer for volunteers to decorate, kit out and do other finishing off jobs.

The new electricity connection is still to be completed with delays all down to Northern Power Grid. In the interim, the old co-op power supply has been rerouted to enable partial certification and make sure we are fully compliant – with power for lighting, fire alarm systems, emergency lighting etc.

The trust is having to find an additional £95,000 for the Northern Power Grid power connection which we were only informed of in spring this year

- coupled with massive delays from NPG on when they would be able to carry out the works.

The good news is two funding applications have been submitted to our funders and if all goes to plan the power connection should be completed by the end of the summer. Retail unit 2 has an independent supply so can be occupied as soon as tenants agree terms Lincolnshire Co-op Community Champions – we have been accepted as one of the supported projects and an amount will be raised by Co-op members using their dividend cards between Sept and March. Payout March 2027'.

8. To receive reports from Committee's and working groups (no decisions may be made unless specific agenda item requests a decision) - Ref: 5326

a) Personnel and Finance Committee(next meeting 25th August 2026) - Ref: 5327

No meeting held.

ai) To consider the insurance renewal cover and quotes for CTC which is due for renewal on 1st September 2026 - Ref: 5328

It was noted that the renewal quotes were all over budget, between £5682 and £6789 depending on whether the council select a 1 or 3 year option; P&F have not yet considered the quote details in full; the renewal date is 1st September; P&F have a meeting 25th August.

RESOLVED to increase the budget provision to £6800 and delegate the decision for which provider provides best value to P&F committee to make at their meeting on 25th August.

All in favour

b) Estates Committee - Ref: 5329

bi) To receive the draft minutes from the estates Committee meeting of 28th July 2026 - Ref: 5330

The draft minutes of the Estates committee of the 28th July had been circulated prior to the meeting and were noted.

bii) To receive a report on the CS&SC roof and consider allocating funds for a structural survey of the CS&SC roof - Ref: 5331

Cllr Davey left the room.



Councillors received a report on concerns regarding the condition of the Sports & Social Club roof, including visible undulation and possible distortion of roof timbers. It was noted that a previous 2020 report recommended further investigation by a structural engineer. Three quotations had been received, ranging from £575 to £1,200 plus VAT, with the lowest quotation from a Lincoln-based firm at £575 plus VAT. Councillors considered the benefits of obtaining professional evidence on the roof condition, the risks of taking no action, and the available budget provision (£730).

RESOLVED to accept the quote of £575 from the Lincoln based firm and appoint them to complete a structural survey on the CS&SC roof to assess the current condition.

Cllr Davey returned to the meeting.

All in favour

biii) To resolve to allocate £600 from ERM for tree work to this years budget to get the necessary tree work done in the cemetery - Ref: 5332

It was noted that there are several trees in the cemetery which need work doing, including one dead tree, a self set and one which needs a canopy lift.

The tree works budget had been depleted from the emergency work on the Millfields tree and therefore the Estates Committee asked for additional £600 to be allocated for this essential work to enable Estates Committee to appoint a contractor to complete the work.

RESOLVED that £600 is taken from ear marked reserves for the essential tree work at the cemetery.

All in favour

biv) To consider the recommendation from Estates Committee to proceed with the removal of the spoil pile from the cemetery this financial year, and the proposal to reallocate money from the Ear Marked reserves for Cornhill to progress the work (estimated £2910 excluding labour). - Ref: 5333

Councillors considered the project proposal document from Estates Committee regarding the proposed removal of the soil stockpile at the northern end of the cemetery to create additional burial space.

It was noted that, whilst the estimated cost of approximately £2,910 plus VAT related to plant hire and disposal arrangements, the proposal involved wider considerations including project management, staffing resources, health and safety requirements, machinery access, potential impacts on existing graves and historic burial areas, public communications, and the creation and administration of any additional burial plots.

Councillors discussed concerns regarding access to the site, noting the narrow cemetery pathways and the possibility that plant machinery may need to travel in close proximity to, or over, existing burial areas. Concerns were also raised regarding the number of vehicle movements required to remove an estimated 80-100 tonnes of soil and the potential risk of damage to graves, memorials, pathways and other cemetery infrastructure. The Council acknowledged the potential benefits of increasing burial capacity but recognised that further information may be required in relation to the full project costs, resource implications, risk assessments, access arrangements and overall project scope before a final decision could be made.

It was also noted that the cemetery is running out of ashes provision and the project to create an additional ashes section has already been prioritised for delivery this year, but not yet started.

It was agreed to defer any decision about the spoil pile until a later meeting and that all councillors should visit the cemetery to understand the issues, proposal and the constraints.

c) Health and Safety Working Group (next meeting 8th September 2026) - Ref: 5334

No meeting held.

9. To consider possible arrangements and any budget provision for marking the Tour of Britain passing through Caistor on 2 September 2026. - Ref: 5335

Councillors noted that the Tour of Britain will pass through Caistor on 2 September 2026, travelling along High Street, North Kelsey Road and North Kelsey Moor. It was noted that the event will feature elite professional cyclists and presents an opportunity to showcase the town and encourage community involvement. Councillors were advised that members of the community are painting and displaying bicycles along the route, and that additional bunting is proposed to enhance the town's appearance for the event.

RESOLVED that to contribute £250 from the Community Fund budget towards activities to mark the Tour of Britain passing through Caistor, matching the £250 donation from Caistor Lions.

All in favour

Signature:



10. To consider the Bowls club enquiry regarding replacement building - Ref: 5336

Councillors considered an enquiry from Caistor Hillside Bowling Club regarding the possible replacement of the existing bowls pavilion with a building of a similar size and height. Councillors noted the historical information obtained regarding the origins of the building and discussed the current uncertainty surrounding ownership of the structure and associated insurance arrangements and agreed that they would be prepared to consider the replacement of the building in principle. However, it was recognised that significantly more information would be required before any formal decision could be made, including details of the proposed building, ownership arrangements, funding, and any implications for the existing lease.

It was noted that the Bowling Club would need to liaise directly with West Lindsey District Council regarding any planning permission, building regulations approval and other statutory consents that may be required.

RESOLVED that the Bowling Club be invited to provide further details of the proposal for future consideration and that no final decision be made until further information has been received and considered.

All in favour

11. To consider the arrangements for the christmas tree and decorations for this year - Ref: 5337

Councillors considered the arrangements for the Christmas tree and decorations for 2026 and agreed that similar provision should be made to that of recent years.

It was noted that budget provision of approximately £500 is available for the purchase of the Christmas tree. Councillor Somerscales will select the tree, with Councillor Wright arranging collection and delivery to the Market Place. Councillor Somerscales will also organise the decoration of the tree and undertake checks to ensure the lights and associated equipment are in good working order prior to installation. The agreed arrangements were supported.

12. To consider any projects, improvements or initiatives that may be required for next financial year to agree a process for prioritising them - Ref: 5338

Councillors discussed the need to begin planning for the 2027/28 budget and to identify potential projects, improvements and initiatives requiring future funding. It was agreed that Councillors should submit project proposal forms for any initiatives they wish to be considered as part of the budget-setting process.

Councillors noted that the Estates Committee has already begun identifying potential projects, including additional notice boards at the cemetery and allotments, and improvements to the Town Hall. Further project proposals will be considered once received, with a prioritisation process to be developed as part of the budget preparation for 2027/28 if considered necessary.

13. To review the cover requirements needed for the Saturday market - Ref: 5339

It was noted that Cllr Milner is currently the only councillor supporting the market and she had asked for additional support from other councillors to be available on Saturdays to check on the Market stalls, report attendance to the Clerk, and putting the signs in the shed at the back of Helz Kitchen.

It was agreed that Cllrs Priestley, J.Cox and Somerscales would be available for cover and support as required.

14. Clerks Report & Parish Matters - Ref: 5340

a) To consider request from resident to have a bouncy castle on the sports ground as part of their childs party at CS&SC - Ref: 5341

Councillors considered a request from a resident to hold a children's party at the Sports Ground with a hired bouncy castle. It was noted that permission had been obtained from the Caistor Sports & Social Club and that the hire company holds appropriate Public Liability Insurance.

RESOLVED that permission be granted for the use of a bouncy castle at the Sports Ground, subject to the provision of appropriate Public Liability Insurance and adherence to the Council's standard terms and conditions.

2 abstained

b) Review Tracking Report - Ref: 5342

The tracking report had been circulated to councillors prior to the meeting. The report was noted.



15. To note any planning decisions (NONE RECEIVED) - Ref: 5343

None received.

16. To review the planning applications received and agree a response - Ref: 5344

- a) **WL/2026/00631 | Partial demolition of attached garage and rear extension, proposed new rear and side extension, roof conversion, detached garage, internal alterations, and new access drive | 37 NETTLETON ROAD - Ref: 5345**

No objections raised.

- b) **WL/2026/00663 | Erect detached garage and workshop with undercroft storage | 19 SPORTS VIEW, NORTH KELSEY ROAD - Ref: 5346**

No objections raised.

- c) **WL/2026/00665 | Listed building consent for extension in width of the existing internal opening | 17 PRIVATE ACCOMMODATION, SOUTH STREET - Ref: 5347**

No objections raised.

- d) **WL/2026/00671 | Notification under Electricity Act 1989: Overhead Lines (Exemption) (England and Wales) Regulations 2009 - YP30885 - Replace existing open wire conductors with Aerial Bunched Conductor | LAND AT NORTH KELSEY ROAD - Ref: 5348**

No objections raised.

17. Date of next meeting - 10th September 2026 - Ref: 5349

The date of the next meeting was noted.

Meeting closed at 8:10pm

Signature: