



Minutes of the Caistor Town Council held at 6:30pm at the Arts & Heritage Centre on 1 October 2026

Present: Cllr J. Wright (Chair), Cllr S. Davey, Cllr J. Bowman, Cllr R. Lyus, Cllr J. Cox, Cllr L. Milner,
Cllr A. Clark, Cllr N. Clark, Cllr T. Cox, Cllr A. Crookes,

In Attendance: Michelle Moss,

Members of public present: 0

1. To receive apologies for absence and reasons given in accordance with Local Government Act 1972 s85(1) - Ref: 5497

Apologies received from County Cllr Bean and District Cllr 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: 5498

None declared.

3. Public Session (10 minutes, during which the meeting is suspended) - Ref: 5499

None.

5. To approve the draft minutes of 10th September 2026 - Ref: 5500

The draft minutes had been circulated prior to the meeting.

RESOLVED that the draft minutes of the meeting held on 10th September be approved as a true record of the meeting and signed by the Chair. (Cllrs who were not at the meeting abstained)

4 Abstained

6. To consider the project proposals for the financial year 2027/28, agree relative priorities and budget requirements - Ref: 5501

The project proposals were summarised:

Notice board for the allotments - to display notices and communicate with tenants. Circa £1000

Notice board for the cemetery - To display cemetery regs, notices, updates etc rather than having to tie to the railings. Circa £1500

Finance management software - To replace the current bespoke package which was developed by the previous clerk and is reliant on specialist knowledge held by one individual, creating a business continuity risk. However investigations into suitable alternatives are on-going. Circa £500

Market Signs - To prevent vehicles parking in upper spaces in the car park during Saturday market. Circa £600

Millenium Rose Garden - To replace the wildflower planting in the Millennium Garden with approximately 50 hardy rose bushes, providing a more attractive and manageable long-term planting scheme. Circa £500.

Repairs to the old fire station - To address issues identified in the structural survey and help preserve the building's long-term condition.

Repointing Town Hall - To address deteriorating mortar, reduce water ingress and associated damp issues, helping to protect the building fabric and prevent further deterioration.

Repairs to the churchyard wall - To complete repairs to the historic churchyard retaining wall to address deteriorating pointing and masonry and prevent further deterioration.

Wayfinding Strategy - To improve signage, navigation and visitor information throughout the town. This project was proposed and will be delivered/supported by WLDC. CTC have applied for a WLDC grant to fund. Circa £40000.

Clearing the spoil heap from the cemetery - Decided to park as it needs further investigation.

Event Leaflet and Business Directory - To promote local events and businesses. Circa £800.

It was noted that, over the previous 12 months, the Estates Committee had sought quotations from at least five local builders/repointing specialists for the works to the Old Fire Station and Town Hall, but had only recently identified a suitably experienced contractor willing to quote and undertake the work. A verbal quotation of £3,000 for the Old Fire Station repairs, Town Hall repointing and churchyard wall repairs had been received for the contractor which was significantly lower than originally anticipated.

It was noted that: the draft budget has allocated £12500 to projects for 27/28; council agreed that it is necessary

Signature:



to allocate funding to earmarked reserves for future building and asset liabilities such as replacement play equipment in South St Park, new cemetery land, CS&SC roof.

RESOLVED: To proceed with the works for repointing the town hall, repairs to the old fire station per the report, and repairs to the church wall (subject to Church agreement) this financial year and allocate money either from Ear Marked or General reserves, subject to receipt of a satisfactory written quotation confirming the scope and price. All in Favour.

RESOLVED to support the Wayfinding Strategy providing there is no funding requirement from CTC. All in favour.

RESOLVED to prioritise and allocate funds in 27/28 budget for Milenuim Rose Garden Project, Additional Market Signs, Cemetery Notice Board, Allotment Notice Board, Financial Software project (subject to ongoing investigations). All in favour.

RESOLVED not to allocate funds for an Event leaflet/Business Directory. One against.

Clerk to amend draft budget and present to CTC in Oct/Nov CTC meeting.

7. To consider the Council's approach to supporting community organisations through its budget and grant funding arrangements and to determine any future provisions - Ref: 5502

Councillors discussed whether organisations which regularly receive substantial grants should have funding allocated separately within the annual budget, leaving the general grants budget available for other community organisations and projects. The alternative of retaining the existing arrangement, whereby all organisations apply through the annual grant process, was also considered.

Two councillors declared interests as members of Caistor Lions and took no part in the discussion or decision. Following advice from the Clerk regarding a potential interest, a further councillor declared an interest as a member of Caistor Goes and took no further part in the discussion or decision.

RESOLVED: To retain the existing grant funding arrangements, with all organisations continuing to apply through the annual grants process, and not to make separate budget provision for individual organisations.

3 abstained

8. To consider the amended planning application WL/2026/00562 | Amended layout, Chimney stack to remain externally and on-site parking updated | 26A MARKET PLACE - Ref: 5503

No comments.

9. Date of next meeting - 8th October 2026 - Ref: 5504

Noted.

Meeting closed at 7:30pm